WINE IMPORTED INTO CALIFORNIA

IMPORTANT: Please read the instructions on the reverse before completing this report.

(a) CDTFA WINEGROWER ACCOUNT NUMBER	(b) REPORTING PERIOD		(c)		
	Begin	End	Page	of	Page(s)
(d) BUSINESS NAME	(e) MAILING ADDRESS *(street, city, state, and ZIP code)*				

1		2	3	4	5	6		7	8	9	10		11
SHIPPER INFORMATION						WAYBILL, BILL OF LADING, OR FREIGHT BILL					STILL WINE		
NAME	STATE/ COUNTRY	NAME OF COMMON CARRIER	COMMON CARRIER'S CDTFA ACCOUNT NUMBER	MODE CODE	RAILCAR, VOYAGE, OR TRAILER NUMBER	NUMBER	DATE	PURCHASED FROM	INVOICE NUMBER	DATE RECEIVED	(a) NOT OVER 14 PERCENT (Gallons)	(b) OVER 14 PERCENT AND HARD CIDER (Gallons)	SPARKLING WINE (Gallons)
										TOTALS	10a.	10b.	11.

(f) SIGNATURE	(g) PRINT NAME AND TITLE
(h) TELEPHONE	(i) EMAIL ADDRESS

INSTRUCTIONS
WINE IMPORTED INTO CALIFORNIA

Pursuant to Alcoholic Beverage Tax Regulation 2538, every beer and wine importer shall on or before the 15th day of the month, following the close of each reporting period, file CDTFA-269-WG, *Wine Imported Into California,* showing all shipments of beer and wine received from a point outside of California. A wine grower holding both a winegrower's license and a beer and wine importer's license shall include the total imports of wine for the reporting period on CDTFA-501-WG, *Winegrower Tax Return,* and CDTFA-269-WG, *Wine Imported Into California.*

PREPARATION OF REPORT

Prepare report and submit with CDTFA-501-WG, *Winegrower Tax Return* to the California Department of Tax and Fee Administration (CDTFA). To file your report with the return online, go to *www.cdtfa.ca.gov* and select *File a Return*. For additional information, please review the *Filing Requirements* section of the instructions on the corresponding tax return, CDTFA-501-WG, *Winegrower Tax Return*.

For each page, complete (a) through (e) at the top of the report. Enter (a) your CDTFA winegrower account number; (b) the period begin date and end date; (c) the page number and the total pages; (d) your business name and; (e) your mailing address. Complete (f) through (i) at the bottom of the first page by signing your name in (f); printing your name and title in (g); entering your telephone number in (h), and your email address in (i). If a multiple page report is filed, (f) through (i) need only be completed on page 1.

Column 1.	Enter the name of the shipper, and the state or country in which the shipment originated.
Column 2.	Enter the name of the carrier transporting the shipment into California.
Column 3.	Enter the Common Carrier's CDTFA account number. *Note:* Omit letters and dashes.
Column 4.	Enter the mode code for the shipment being reported in column 5. Codes: **R** = Railcar, **S** = Ship, and **J** =Truck
Column 5.	If the shipment entered California via: **Railcar** – enter the railcar initials, followed by the railcar number. (*example:* combine railcar initials WXYZ with railcar number 45678 = WXYZ45678). **Voyage** – enter the voyage number. **Trailer** – enter the U.S. DOT Number assigned to the trailer. If the trailer does not have a U.S. DOT Number, enter the Motor Carrier Permit Number (CA Number) issued by the California Department of Motor Vehicles.
Column 6.	Enter the waybill, bill of lading, or freight bill number, and date.
Column 7.	Enter the name of the person or firm from whom the wine was purchased.
Column 8.	Enter the invoice number of the shipment.
Column 9.	Enter the date the wine was received.
Column 10.	Enter the total gallons of still wine **not over 14 percent** alcohol contained in the shipment. Enter the total gallons of still wine **over 14 percent** alcohol and **hard cider** contained in the shipment.
Column 11.	Enter the total gallons of **sparkling wine** contained in the shipment. Report all wine in wine gallons pursuant to Alcoholic Beverage Tax Regulation 2544 by multiplying liters by 0.264172. **Round the result to the nearest gallon.**
Totals.	Add the total gallons in columns 10a, 10b, and 11, and enter the result for each column in the **Totals** row. The final page of the report should contain the grand total of each column of all pages. Enter the grand total from columns 10a, 10b, and 11 on line 2 of CDTFA-501-WG, *Winegrower Tax Return*.

For more information, visit our website at *www.cdtfa.ca.gov.* You may also call our Customer Service Center at 1-800-400-7115 (TTY:711); from the main menu, select the option *Special Taxes and Fees*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.