



Bottling Request Form

Version 17

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RA 861 Hermitage Road
Pokolbin NSW 2320

P: (02) 4998 7966 F: (02) 4998 7299
admin@hunterbottling.com.au



CUSTOMER INFORMATION

Company Name:	<input type="text"/>	ABN:	<input type="text"/>
Contact Person:	<input type="text"/>	Phone:	<input type="text"/>
Email:	<input type="text"/>	Fax:	<input type="text"/>
Order No:	<input type="text"/>	Account To:	<input type="text"/>

PRODUCT INFORMATION

Product Name:	<input type="text"/>	Vintage:	<input type="text"/>
(GI) Region:	<input type="text"/>		
Qty (L):	<input type="text"/>	Bottle Vol (mL)	<input type="text"/>
Units/Case:	<input type="text"/>	Total Cases:	<input type="text"/>
Product Code:	<input type="text"/>	Bulk Code:	<input type="text"/>
Requested Date:	<input type="text"/>		
Process:	<input type="checkbox"/> FSLP/FCLP <input type="checkbox"/> FSP/FCP <input type="checkbox"/> FLP <input type="checkbox"/> FP <input type="checkbox"/> LCP <input type="checkbox"/> LP OTHER <input type="text"/>		
Bulk wine ex: (Winery)	<input type="text"/>		

BOTTLING/FILTRATION REQUIREMENTS

Filtration Request:	<input type="checkbox"/> Sieve (100 Micron) <input type="checkbox"/> 10H <input type="checkbox"/> 30H <input type="checkbox"/> 70H <input type="checkbox"/> 0.45µm OTHER <input type="text"/>
NOTE: Any wine requiring 0.45µm (STERILE) filtration must be filtered to 70H pre-bottling Please provide HBC with 2 x 750mL samples 2 days prior to bulk pick up date.	
Is this a Certified Organic product?	<input type="checkbox"/> NO <input type="checkbox"/> YES or <input type="checkbox"/> ACO <input type="checkbox"/> NOP
<i>Please note that HBC is certified by Australian Certified Organic. This does not include JAS Organic Certification. Please contact HBC if JAS Organic Certified Bottling is required.</i>	

MATERIAL SPECIFICATIONS & SUPPLY DETAILS

GLASS: Manufacturer:	<input type="text"/>	Colour:	<input type="text"/>
Mould Style:	<input type="text"/>	Mould No:	<input type="text"/>
Supplier:	<input type="checkbox"/> HBC <input type="checkbox"/> Customer	Delivery Date:	<input type="text"/>
		QTY:	<input type="text"/>
CLOSURE: Type:	<input type="checkbox"/> Cork <input type="checkbox"/> Screwcap <input type="checkbox"/> Stelvin® LUX	Manufacturer:	<input type="text"/>
Colour & Description:	<input type="text"/>		
Printed:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Print:	<input type="text"/>
Supplier:	<input type="checkbox"/> HBC <input type="checkbox"/> Customer	Delivery Date:	<input type="text"/>
		QTY:	<input type="text"/>
CAPSULE: Type:	<input type="checkbox"/> PVC Shrink <input type="checkbox"/> Metal Spun	Manufacturer:	<input type="text"/>
Description:	<input type="text"/>		
Printed:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Print:	<input type="text"/>
Supplier:	<input type="checkbox"/> HBC <input type="checkbox"/> Customer	Delivery Date:	<input type="text"/>
		QTY:	<input type="text"/>
CARTON: Manufacturer:	<input type="text"/>	Printed:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Description:	<input type="text"/>	Print:	<input type="text"/>
Supplier:	<input type="checkbox"/> HBC <input type="checkbox"/> Customer	Delivery Date:	<input type="text"/>
		QTY:	<input type="text"/>
DIVIDER: Manufacturer:	<input type="text"/>	Height:	<input type="checkbox"/> Full <input type="checkbox"/> Half
Delivery Date:	<input type="text"/>	QTY:	<input type="text"/>
Supplier:	<input type="checkbox"/> HBC <input type="checkbox"/> Customer		

LABELS: Manufacturer:	<input type="text"/>	Delivery Date:	<input type="text"/>
<input type="checkbox"/> Wrap Label <input type="checkbox"/> Clear/Plastic &/or web <input type="checkbox"/> Numbered <input type="checkbox"/> Separate Web <input type="checkbox"/> Single Web <input type="checkbox"/> Other			
	Wording	Height (from base of bottle)	Quantity
Wrap / Front	<input type="text"/>	Front	<input type="text"/> mm
Back	<input type="text"/>	Back	<input type="text"/> mm
Neck	<input type="text"/>	Neck	<input type="text"/> mm
Medallion	<input type="text"/>	Medallion	<input type="text"/> mm

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Product Name:		Vintage:	
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NOTE: Dry goods supplied by customer must reach HBC no less than 5 working days prior to bottling.

Damaged / unusable pallets will not be used if considered unsuitable.

PRODUCT ID ON CARTON - please choose 1 of the below options:

WINE LABEL: YES NO
(To be applied to carton) Front Back Other

HBC LEGI CARTON LABEL: YES NO
Size (mm): 100 x 50 100 x 100
Details:

INKJET ID PRINTED ONTO CARTON YES NO
Inkjet Information Required:

BOTTLE PLACEMENT IN CARTON: Upright Inverted Laydown

CARTON PLACEMENT ON PALLET: Upright Inverted Laydown

SLIPSHEET: YES NO (Export) **CARDBOARD:** YES NO Top Bottom **PALLET CORNER PROTECTORS:** YES NO

PALLET CONFIGURATION: Cartons/Layer:
Layers/Pallet:
Cartons/Pallet:
Pallet Owner: HBC - Softwood HBC - Hardwood (Only Available in Qty's of 34) Export
 Customer - (Type) Other
Pallet ID Tag Information

Finished Product To: Storage at HBC Other

Dry Goods To: Storage at HBC Other
PLEASE NOTE: All Labels are to be returned to customer

NOTE: On completion of bottling runs, charges will apply for storage of all finished products and dry goods at HBC

Any other special instructions:

DISCLOSURE

Account Payment Terms: Payment of account in full is required **within** the terms noted on your invoice. Outstanding accounts will be issued with a supplementary invoice for late payment fees, calculated at the rate of 1% per month as per HBC standard terms and conditions.

I hereby authorise HBC to proceed with this request in accordance with the above details and HBC Standard Terms and Conditions. Upon confirmation of a booking date, I will provide the relevant samples required by HBC laboratory QC (where applicable).

Name:

Date: