



Contract Bottling Services

Staffordshire Brewery & Bottling Supplies we have been offering contract bottling services for over six years. We have been SALSA accredited for five years in a row and pride ourselves on the standard and yield of the customers finished product.

We specialise in bottling both short and big runs of just 800ltrs upwards and the system we have developed over the years has enabled us to maintain a high yield percentage even on these smaller amounts.

Recently we have upgraded our bottling line which now enables us to bottle at up to 3000 bottles per hour and therefore means we have been able to increase our capacity to meet customer demands.

Our team take great pleasure in treating each beer as an individual, so much so that due to my background in hotels we decided to treat each beer as a guest and each conditioning tank as a bedroom. Thus enabling us to give our guests a check in and check out date, so you know exactly what day your beer will be bottled on. This way you're not waiting around for your beer to be bottled when it's convenient for the bottling company. You'll be given a firm date so that you can plan your brew schedules and stock movements easier.

We hope your beer enjoys its stay with us!

Tom Green

Operations Director.

Our Process

To achieve the best possible yield from your beer, we request that you send us your beer after it has been fermented and chilled for a minimum of two days, having had Finings Adjunct and Allclear C (or similar isinglass based product) added in the recommended quantity. The beer should be sent to us in a sterilised IBC or preferably Arlington. These should be filled from above the yeast bed in your fermentation vessel, leaving as much yeast and sediment behind. Care should be taken when filling the IBC so as not to rush the filling process; this runs the risk of oxygenating the beer.

If you have a BBT (bright beer tank or conditioning tank) and you can afford to keep the beer a little longer, even better. The brighter and cleaner the beer is sent to us, the better the yield you will get in return. For Example: Some customers, who are able to leave their beer in a BBT for a further week after fermentation, are able to send us a crystal clear product that can have a loss of as little as 2%.

When we receive the beer, where possible it will immediately be decanted slowly into a nominated purged vessel (allocated at the time of booking). We then chill your beer to -1c for 48 hours, this will then give your beer a chill haze. Polyclar (pvpp) is then added to remove the chill haze and any lingering yeast or sediment that may remain.

The beer is then given another 48hrs to settle before being rough filtered to 1 micron through kieselguhr impregnated sheets, the beer then goes through our inline carbonation system at your requested CO₂ level, then filtered with a duo of sterile 0.45 micron filters (the second filter acts as a fail-safe to the first filter to guarantee sterility).

The bottles are then labelled prior to being filled, for this we strongly advise that your labels are polypropylene based as they stick to the bottle much better. Once labelled, the bottles are sprayed with sterile water that has been passed through four filters (limescale removal, carbon removal and two sterile 0.2 micron filters)

The bottles are then evacuated with CO₂ to remove any oxygen before being pressurised up to 3.5 bar of CO₂. The filling machine will then slowly allow the sterile filtered beer to trickle into the bottle as the beer is introduced at a slightly higher pressure of 4 bar, than the pressure already in the bottle from the CO₂.

Just prior to the crown cap being applied, the machine will do a second evacuation to ensure there is no oxygen lying between the fill level on the beer and the top of the bottle. The crown cap is then applied to your bottles. The bottles are then packed into cases of 8 or 12 (or 24 if 330ml bottles) before being shrink wrapped and palletised awaiting collection or delivery.

We treat each beer as an individual and after each bottling run we blow any beer remaining in the lines or filters through with CO₂ to maximise the yield for the customer. We aim for a no higher than a 10% loss and our dedicated team take it personally on the rare occasion that this does happen, therefore we are more than happy to offer advice where possible to ensure the best possible yield, not only for the happiness of our team but also for your profit margins.

What we need from you.

PRIOR TO RECEIVING THE BEER:

When you ring up or email to make your reservation, we will need the following information: Brewery name, Beer name, litres to be sent, size of bottle to be packaged in to, Cap colour/ CO2 levels- between 2.2 (low) 2.5 (medium) and 3.0 (high), Best before date, Gyle number, pack size plus any other additional information/ instruction for each individual beer you send in. (Please see the small print section at the back for more detail on each element above)

These details must be confirmed a minimum of 1 week before we receive your beer.

IBC / DELIVERY

Please mark all the IBCs clearly when sending to us using the simple form sent when bookings are confirmed. We receive several IBCs per day and need to avoid confusion.

They should be Arlington 'Bag in a box' style or a food grade approved plastic IBC with standard fittings. If in doubt please call to check whether your IBC is appropriate for us to use.

Please note transport is not included in our prices. We can, however, assist you with collection and will provide a separate quote.

LABELS

All labels must be outside wound/ left edge leading/ polypropylene. We accept all standard sizes. Any out of spec labels must be sent for approval first and we reserve the right to reject them if we feel we would not be successful with the application. We do not print dates on necks/ caps, only on the labels.

Also, all the labels not commissioned by us must be delivered to us prior to receiving the beer for us to check and confirm we can use them. This is important to try and avoid any problems in production at the time of bottling and labelling. Also, if we are not arranging the labels we need to see the PDF version when the slot is agreed.

If the labels approved have a separate front and back then they must be on separate rolls.

The Best Before date box must be situated within 25mm from the base of the label carrier and be at least 8mm high and 20mm long. If in doubt, please check with us. We can print the following date formats:

MM/YYYY

MM/YY GGGG

MM/YYYY GG

If you wish us to arrange labels for you we need to reserve at least 14 days to complete the process and keep within the time scale. If you are not arranging labels with us then the labels must be here when the beer arrives. If we have no labels we will need to charge a re-labelling charge of £85 per 1000 bottles.

W8 FORMS

Please be advised we always require a completely filled-in W8 equivalent form for all the beer we receive. The form can be attached to the sent IBC or scanned and sent via email. If you haven't got a blank copy of that document please contact us and we will send it to you.

Please do not hesitate to contact us immediately should you have any questions about bottling, labelling or anything else. Also, for further bookings make sure you plan well ahead as we tend to book the slots quickly.

PALLET CHARGE

We charge £5 per each pallet for the goods leaving the building. For example, if you get 2 full and 1 partial pallet of the total yield we charge 3 x £4 as we are using 3 pallets. These are non-returnable.

BEER DESPATCH AFTER BOTTLING

Payment required immediately after bottling and before any goods are sent out, unless prior credit terms have been agreed with Staffordshire Brewery Ltd.

STORAGE

Pallets of bottled beer can be stored for 1 week free of charge after bottling, after this point storage may become chargeable at £5 per pallet per week.

ABV TESTING

We carry out an ABV test on all contract bottled beer we receive. The equipment used for the ABV test is an Anton Paar DMA 4500M coupled with an Anton Paar Alcozyzer Beer ME. The equipment meets all the requirements of applicable sections of relevant EU directives in design and type, and is used and accepted by HMRC Duty regulations. HMRC Excise Notice 226 paragraphs 12.2, and 30.3. This test is carried out at a charge of £25 and a certificate is available on request. If you wished to send in other products to be tested we can offer this as a chargeable service with prices per bottle ranging from £20-£25 depending on the quantity, please contact us for more information.

BREWERY NAME:

SIGNED:

PRINT NAME:

POSITION

DATE:

The small print. (updated T & C's as of 01/11/2017)

1. Guarantee:

Staffordshire Brewery will always endeavour to handle the customers beer in the best interest of the customer but CAN NOT accept responsibility for the failure of the beer to be bottled or to meet the expectations of the customer.

2. Ownership:

During Contract bottling the customer retains ownership of the beer during the bottling procedure and that period is defined by the period of duty suspension. However any packaging or labelling supplied by Staffordshire Brewery in the process of bottling remains the property of Staffordshire Brewery until the services have been paid for in full.

3. The Service:

Staffordshire Brewery will undertake bottling customer's beer according to standard practice at the time of bottling. Staffordshire Brewery reserves the right to change standard practice without notice and it is the responsibility of the customer to maintain up to date information from us. All reservations must be confirmed via email or writing. A bottling slot may be requested via telephone or email and once the Operations manager has allocated a suitable date you will be notified accordingly, at that point we then require email or written confirmation to guarantee the booking.

4. Cancellation:

Staffordshire Brewery accepts and understands that from time to time things change.

If a reservation is cancelled by the customer with less than 2 wks' notice to receipt of their beer they will incur a charge of £200 per 1,000 litres.

5. Liability:

Staffordshire Brewery is responsible for meeting the legal requirements of Environmental Health, Trading standards, HM customs and excise or any other such body except in the use of Customer materials. Including the declaration of ABV, labels etc.

6. Shelf Life:

The shelf life of the bottled beer is not determined by Staffordshire Brewery, the customer must confirm their requirement at the time of reservation. The customer may base their decision on advice given by Staffordshire Brewery. The shelf life must be expressed by way of the label applied to the bottle.

Staffordshire Brewery will apply processes to stabilise the customer's beer which is to be bottled. These are processes that are standard to ourselves and described as such in the technical document, but we reserve the right to change standard processes without notice. Staffordshire Brewery will always use a process to stabilise beer in the best interests of the customer.

7. Liability for the bottling materials:

Staffordshire Brewery will usually provide the bottling materials required to complete the bottling service but reserve the right to change the design or appearance of such materials without notice. Before such changes we will endeavour to contact the customer and act in their best interests. Staffordshire Brewery is liable for bottling materials effectively performing the function of bottling service without detriment to the merchantable quality of the bottled beer.

8. Liability for customer's materials:

Customers materials stocked and used by Staffordshire Brewery will be kept in good condition and will be used or applied as part of the bottling service. Staffordshire Brewery is not liable for the suitability or failure of these materials to meet the requirements of the bottling service or to satisfy legislation required by trading standards, HM customs and excise or any other such body.

9. Liability for packaging materials and packaging labels:

Staffordshire Brewery is responsible for supplying reasonable packaging and labels for packaging for transit and is defined as such in the bottling technical sheet. Staffordshire Brewery is not responsible for the contents of the packaging labels to meet the requirements of the customer and or end user.

10. **Accidental damage or loss:** Staffordshire Brewery is not liable for beer once it has left the premises.

11. **Bottling Charges:** Charges will be quoted at the time of reservation for all bottling services.

Contract Bottling technical sheet

BATCH SIZE: 5 Barrels / 800 litres minimum

DELIVERY OF BEER: Delivered from your brewery at your cost

CONDITIONING: Chilled at -1c for 4 days or more

PROCESS AIDS: Kieselghur, Polyclar, Finings adjunct & Isinglass

FILTRATION: Sheet & Cartridge to 0.45 micron

CARBONATION: 2.2-3.0 Vols (must be stated at time of booking)

WASTAGE: 2% - 25%

FILLING: Double pre evacuation and CO₂ purge

BOTTLE : 750ml amber, 500ml amber, 500ml T (tall) amber 500ml clear, 330ml amber

EKEGS/KEYKEGS/PETAINEERS: Can be filled if supplied by the customer

CROWNS: Standard in Gold, silver, black, blue, orange, red, yellow, light green, dark green, white or purple

LABELS: To be delivered with or prior to the beer arriving

Front, back, necks or wrap application available.

Self-adhesive labels up to maximum 90 x 200mm printed on polypropylene

Best before to be located on lower portion of label and "Best before end" text to be next to box

Able to accept black solvent ink jet over printing horizontally in designated box.

Please discuss with us when requiring 330ml bottles.

LABELLING MACHINE: Altech Alline SX

BEST BEFORE END: Over printed by us, in a horizontal manner.

SHELF LIFE GUARANTEE:

At brewers discretion (recommended 6 months +/-6 months). This is dependent on levels of polyphenols, protein, and tannoids in the beer sent for bottling. We give a minimum 1 month guarantee from bottling date, filtered to .45 micron. Haze may appear over time on highly hopped beers.

PACKAGING: Plain brown shrink wrap trays 12 x 500mls / 8 x 500mls / 12 x 500mls T/8 x 500ml T/
24 x 330mls/12x330mls

DELIVERY: Own collection or delivery charge

STORAGE: Pallets of bottled beer can be stored at Staffordshire Brewery for up to 1 calendar week FOC after this point storage will become chargeable at £5 per pallet per week.

PAYMENT: Strictly prior to collection or delivery unless prior arrangements made with Staffordshire Brewery

EXCISE DUTY: Duty suspense until sold by your brewery, W8 forms must be completed and sent in with every delivery of beer