



## *Contract Packaging Services*

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

We specialise in packaging 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.

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 packaged on. This way you're not waiting around for your beer to be packaged when it's convenient for the packaging 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.

## *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 packaging. 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 do not have labels at the time of packaging, 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 regarding packaging, 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 £6.50 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 £6.50 as we are using 3 pallets. These are non-returnable.

## **BEER DESPATCH AFTER PACKAGING**

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

## **STORAGE**

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

## **ABV TESTING**

We carry out an ABV test on all contract packaged beer at your request.

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 sample ranging from £20-£25 depending on the quantity, please contact us for more information.

## *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/PETAINERS:** 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