

## **Contract Packaging Services**

Staffordshire Brewery Ltd have been offering contract packaging services since 2010. 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 projected packing 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:** You can ring us or email to make your reservation. We will send you various forms to complete. These will relate to product specification, allergens, IBC identity label and duty suspense form.

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

## **IBC/ARLINGTON 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**

Minimum 1000 labels on a roll or extra charges may apply. All labels must be outside wound/ left edge leading/ polypropylene. Maximum diameter 300mm. 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.

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

If you wish us to arrange labels for you we need 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 £150 per 1000 bottles.

### **W8 DUTY SUSPENSE 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.

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/WRAPPING CHARGE**

We charge £10 per each pallet we use.. For example, if you get 2 full and 1 partial pallet of the total yield we charge 3 x £10 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 Alcolyzer 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.