



Breakdown by Schedules (Web Filings):

Schedule	Explanation	Past Schedule Equivalent
BI – Beginning Inventory	This schedule is only required on your first filing in the new system. Please input the total volume of products in each tax class that were on hand at 1/1/2021.	
1A – Imports	All imports from out-of-state suppliers should be entered by invoice and line-item. The OLCC will compare your detail report against that of your suppliers to ensure taxable transactions are all accounted for.	This schedule is equivalent to the old Schedule 1 and 3.
1B – Out-of-State Returns	-Returns of sellable product to stock that was previously exported will generate a fresh liability upon import since the original liability would have been offset by an export credit. -Out of State Returns that are to be destroyed would be listed on Schedule 1B to generate the liability, then a Destruction Claim could be filed to receive credit for the non-sellable product.	This schedule takes the place of the old Schedule 1 and 3.
2A – Exports	-All exports out-of-state should be entered by invoice and line-item. Many of your out-of-state customers will not have accounts in the Oregon system. When entering their detail in Excel, no PT number would be available for those entities. -When entering detail in the web-forms, type in the customer’s name as the “Ship-To” then click the yellow box that appears with their name. That will allow you to enter in the address information yourself to complete the record.	This schedule takes the place of the old Schedule 4.
2B – Military Sales/Misc Deductions	All sales to military and religious exemptions should be entered by invoice and line-item. Many of your military/religious customers will not have accounts in the Oregon system and would need to follow the steps mentioned previously for exports.	This schedule takes the place of the old Schedule 5.
3A – Oregon Receipts	Receipts from your Oregon suppliers should be detailed by invoice/shipment and line-item. Once the Oregon producers (breweries and wineries) are onboard later in the year, their reports of sales to you should match up with this schedule.	This schedule takes the place of the old Schedule 7 Line 3.
3B – Transfers In	-This schedule is where you would detail products sent to you from 3 rd party cold-storage or from other WMBW/WH locations that are under your control. This data allows the system to see movements of product between licensed locations. -For transfers in, the individual line-item transactions may be rolled up into a single product entry. For example, over January I received 300 cases of Product-A in 7 different shipments from cold storage and two	This schedule takes the place of the old Schedule 7 Line 6.

	<p>transfers from my other warehouse of 50 cases of Product-A. There would be 2 entries. One would reflect the 300 cases of Product-A that were received from cold storage using the cold storage warehouse PT number and information. The 100 cases transferred in the month would have the PT number and information of your other location as the received-from.</p>	
3C – Sales and Transfers Out (incl Own-use and Gratis).	<p>-When it comes to sales and transfers, the individual line-item transactions may be rolled up into a single product entry. For example, over January I shipped 400 cases of Product-B in 7 different shipments to many customers and I sent 300 cases of Product-B to cold storage over 4 shipments. There would be 2 entries here as well. One entry line would reflect the total 400 cases of Product-B that were sold in the month using “various” for the Invoice/BOL/PO and your own distributor name as the shipped-to/sold-to. The second entry would show the 300 cases transferred to cold storage using the PT number and information of the cold storage warehouse.</p> <p>-Own Use and Gratis may be detailed if a large volume. If a small volume, they may be left off the report and will auto-calculate into Gain/Loss.</p>	This schedule takes the place of the old Schedule 7 Lines 12, 13, and 16.
3D – Returns	<p>Returns of sellable product to stock that was previously purchased in Oregon would not generate new liability since it would have been satisfied at the producer level. They would just be added to your ending inventory.</p> <p>-Oregon Returns that are to be destroyed would be listed on Schedule 3D to record the return, then either returned to the producer or wasted at the distributor. No additional reporting of the destruction of in-state returns would be needed and it would calculate into gain/loss.</p>	This schedule takes the place of the old Schedule 7 Line 4.
3E – Ending Inventory	<p>-The system is looking for product detail of what you have on hand at your WMBW/WH. Each product would have its own line and then a total number of packages on hand.</p> <p>-If there are partial cases, a second line would be needed to reflect “1 case of X bottles at 750ml”.</p> <p>-Alternatively, a total number of bottles may be used by entering “XXX ‘cases’ of 1 bottle at 750ml”.</p> <p>****ABV is a required field for ALL tabs (WMBW-WH, Inventory 3E, and CERA). It is incorrectly listed as optional in some tabs****</p> <p>A combined entry it would look like this: Quantity = 27 Case Quantity = 1 Bottle/Can Size = 750 Bottle/Can UoM = ml</p>	<p>Example: If you had a product that was 2.25 cases of 12/750ml wine bottles. That would be 2 standard 12/750ml cases and a quarter case which =3/750ml. Example:</p> <p>1) Quantity = 2 Case Quantity = 12 Bottle/Can Size = 750 Bottle/Can UoM = ml AND</p> <p>2) Quantity = 3 Case Quantity = 1 Bottle/Can Size = 750 Bottle/Can UoM = ml</p>

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