

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Role of Submitter

Statutory Requirements

The requirements under section 904(a)(1) of the act apply to each tobacco product manufacturer or importer. Domestic manufacturers are to submit the required ingredient information for products they manufacture and, for tobacco products that are imported, the required ingredient information is to be submitted by either the foreign manufacturer or the importer of the product. This includes any tobacco product, whether for consumers or for further manufacturing.

Other provisions of the Tobacco Control Act pertinent to Ingredient Listing include Section 904(c) of the act.

Please note: For tobacco products that are imported, the required ingredient information is to be submitted by either the foreign manufacturer or the importer of the product. If you are reporting as an importer, and you are also a domestic tobacco product manufacturer, then you are also to submit the ingredient information for the products you manufacture. In this situation, you would submit twice - once as an importer and once as a tobacco product manufacturer.

For information regarding the section 904 requirements, please refer to the [Guidance: Listing of Ingredients in Tobacco Products](#).

Please identify your role:

☐ Manufacturer
☒ Importer

Confirmation

Warning: This selection loads subsequent forms that are specific to the role. If you have previously entered data in the Listing of Ingredients sections, changing this selection will cause loss of data.

Accept the change?

Yes No

Outline View

OMB No. 0910-0650, Expiration Date: 3/31/2010

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Identification Information

Submitter Role and Submission Type > **Identification Information** > Product and Ingredient Listing > Additional Information > Confirmation

You are in the **Submitter Identification** section. This section requests contact and address information for the responsible individual submitting the Ingredient Listing submission.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

10:53 AM

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Submitter Identification

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Company Information

Company Name:

Company Headquarters D&B D-U-N-S® Number:

Company Headquarters FDA Assigned Facility Establishment Identification (FEI) Number:

Organization URL (e.g., www.fda.gov):

Company Mailing Address:

Country:

Address - Line 1:

Address - Line 2:

City:

State:

State, Province, or Territory Name

Zip or Postal Code:

Authorized Representative (Responsible official authorized to represent the submitter)

Prefix:

First Name/Given Name:

Middle Name:

Last Name:

Generational Suffix:

Generational Suffix, if Other:

Professional Suffix (e.g., MD, Ph.D.):













Position Title:

Email Address:

Telephone Number(s):

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

Generational Suffix, if Other:		
Professional Suffix (e.g., MD, Ph.D.):		
Position Title:		
Email Address:		
Telephone Number(s):		
    		0 of 4 items in the list
Telephone Number(s)		
Fax Number:		
    		0 of 1 items in the list
Fax Number(s)		
Mailing Address for the Authorized Representative (Responsible official authorized to represent the submitter)		
Is the Authorized Representatives' Company Information the same as above?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Company Name:		
Country:		
Address - Line 1:		
Address - Line 2:		
City:		
 Outline View 		

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Manufacturer of Imported Products

If you import products from more than one manufacturer, you must complete a separate submission for each manufacture whose products you import, and identify the manufacturer in the next screen.

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Company Information

Company Name:

Company Headquarters D&B D-U-N-S® Number:

Company Headquarters FDA Assigned Facility Establishment Identification (FEI) Number:

Organization URL (e.g. www.fda.gov):

Company Mailing Address

Country:

Address - Line 1:

Address - Line 2:

City:

State:

State, Province, or Territory Name:

Zip or Postal Code:

Outline View

CMB No. 0910-0650, Expiration Date: 5/31/2010

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: U.S. Agent

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

U.S. Agent Contact Information

Prefix:

First Name/Given Name:

Middle Name:

Last Name:

Generational Suffix:

► Generational Suffix, if Other:

Professional Suffix (e.g., MD, Ph.D.):

Position Title:

Email Address:

Telephone Number(s):

0 of 4 items in the list

Telephone Number(s)

Fax Number:

0 of 1 items in the list

Fax Number(s)

Mailing Address for U.S. Agent

Company Name:

Country: United States

Address - Line 1:

Address - Line 2:

City:

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test8
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product and Ingredient Listing

Submitter Role and Submission Type > Identification Information > **Product and Ingredient Listing** > Additional Information > Confirmation

You are in the **Product and Ingredient Listing** section. In this section you will enter each product and the ingredients in each product.

Please note: You can import Product and Ingredient information by populating data onto the import Excel spreadsheet templates. The import spreadsheet templates can be found under the Info button on the respective Product and Ingredient screens. They can be accessed by clicking the "Import Spreadsheet Template" link under the Import Method section.

How will you provide Product, Component, Ingredient, and Identical Product information?

☒ a) Enter product, component, and ingredient information manually on the following screens

☐ b) Enter product and ingredient information using separate CTP-provided spreadsheets, and enter component information manually

☐ c) Attach product, component, and ingredient information using a single CTP-provided spreadsheet

☐ d) Attach your own spreadsheet

For option A:

- List all Product information on the Product Listing screen
- List all Component information on the Component Identification screen
- List all Ingredient information on the Ingredient Listing screen

To accomplish this, use the green "+" button on the top left of the above 3 screens.

Import Method for E-Liquid Products:

Click on the link ([Listing of Ingredients in Tobacco E-Liquid Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Leaf-Wrapped Cigar Products:

Click on the link ([Listing of Ingredients in Tobacco Leaf-Wrapped Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Ingredients in any Tobacco Product:

Click on the link ([Listing of Ingredients in Any Tobacco Product](#)) to launch the pre-formatted Excel spreadsheet.

Attach the Product, Component, Ingredient spreadsheet

0 items in the list

Title Name Date Size Path

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, If Other	Product Use	Co-Package?	Product Category
>	1									

Saved to S: Drive

1 of 9999 Items in the list (1 required)

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, If Other	Product Use	Co-Package?	Product Category
>	1									

List Data Message Dialog

Select an option

☐ I would like to add another Product

☒ I am finished entering Product(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

1 of 9999 items in the list (1 required)

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, If Other	Product Use	Co-Package?	Product Category
>	1									

List Data Message Dialog

Select an option

☒ I would like to add another Product

☐ I am finished entering Product(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

1 of 9999 items in the list (1 required)

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Item: 2

PRODUCT IDENTIFICATION

Tobacco Product Brand/Sub-brand Name or Other Commercial Name (e.g., Acme Lights 100's or Acme Reconstituted Tobacco #202):

FDA-Assigned Tracking Number (TP#####):

If this product is under review or has been authorized under a marketing pathway, enter the submission tracking number of the application (e.g., SE1234567):

Product Identification Number (At least one product identification number must be provided if needed to uniquely identify the product):

Select the type of product identification number:

▶ If Other, please describe further:

Use of Product:

Is this tobacco product a co-package?

Product Category:

▶ If Other, please describe further:

Product Sub-Category:

▶ If Other, please describe further:

You will be prompted later to record any product(s) that you manufacture that are identical to the product above other than packaging differences that do not affect the characteristics of the product. You do not then need to submit separate ingredients listings for each of the products.

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Item: 2

PRODUCT IDENTIFICATION

Tobacco Product Brand/Sub-brand Name or Other Commercial Name (e.g., Acme Lights 100's or Acme Reconstituted Tobacco #202):

FDA-Assigned Tracking Number (TP#####):

If this product is under review or has been authorized under a marketing pathway, enter the submission tracking number of the application (e.g., SE1234567):

Product Identification Number (At least one product identification number must be provided if needed to uniquely identify the product):

Select the type of product identification number:

Use of Product:

Is this tobacco product a co-package?

Product Category:

Product Sub-Category:

You will be prompted later to record any product(s) that you manufacture that are identical to the product above other than packaging differences that do not affect the characteristics of the product. You do not then need to submit separate ingredients listings for each of the products.

List Data Message Dialog

Select an option

☐ I would like to add another Product

☒ I am finished entering Product(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Additional Information

If you used a spreadsheet to import product and ingredient data, you may attach it to the Additional Submission Documents attachment question.

Cover Letter

If you have a cover letter, please attach it here.

File Attachment

Additional Submission Documents

Please attach any additional documentation relevant to this submission (e.g., Import Spreadsheet template for Product Identification, chart, graph, index, table of contents, etc.).

0 items in the list

Title	Name	Date	Size	Path
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Submission Comments

Please enter any submission comments below.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot shows the eSubmitter v3 application window. The title bar reads "eSubmitter". The menu bar includes "File", "Edit", "View", "Table", "Output", "Tools", and "Help". The toolbar contains various icons for file operations and navigation. The main content area is titled "Confirmation: Instructions" and displays the following text:

Introduction > Submitter Identification > Ingredient Listing > **Confirmation**

You are now in the **Confirmation** section. This section contains a confirmation statement, and requests additional contact and address information, as needed. Your last step in this section is to package your submission for transmission to the Center for Tobacco Products.

The packaging process will validate that you have completed data entry.

At the bottom of the window, there is a navigation bar with a left arrow, a button labeled "Outline View", and a right arrow. The right arrow is highlighted with a red rectangle. In the bottom right corner, the text "OMB No. 0910-0650, Expiration Date: 5/31/2010" is visible.

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing
Last Modified:
Date Packaged:

Screen View Confirmation: Confirmation Statement ?

Warning: A willfully false statement is a criminal offense, U.S. Code, title 18, section 1001.

The data and information in this submission have been reviewed and, to the best of my knowledge, are certified to be true and accurate. I agree to report changes to this information as required under section 904(c) of the act.

Identify the person submitting this form:

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Contact Information

Prefix:

First Name:

Middle Name:

Last Name:

Generational Suffix:

Generational Suffix, if Other:

Professional Suffix:

Position Title:

Email Address:

Telephone Number(s):

0 of 4 items in the list

Telephone Number(s)

Fax Number(s):

0 of 1 items in the list

Fax Number(s)

Mailing Address

Outline View

Mailing Address

Company Name:

Country:

Address - Line 1:

Address - Line 2:

Outline View

Next Step

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot displays the eSubmitter v3 application window. The title bar reads 'eSubmitter'. The menu bar includes 'File', 'Edit', 'View', 'Table', 'Output', 'Tools', and 'Help'. The toolbar contains various icons for file operations and submission. The main window area is divided into two sections: 'Screen View' and 'Confirmation: Package Files for Submission'. The 'Confirmation' section contains the following text:

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

At this time, you may save and close this submission to return to it at a later time. To do so, simply click Save and then Close from the File Menu or top Tool Bar. To re-open this submission after closing, select Open Existing Submission from the Intro Screen or Open from the File Menu.

If you would like to package this submission at this time in preparation for transmitting to FDA, please begin the packaging process by selecting Output > Package Files for Submission or by clicking the Package icon from the top toolbar. If any required data is missing, the packaging process will not begin and a Missing Data Report will be displayed. Please ensure that all required questions are completed and all applicable documents have been attached within the submission. Specific directions for packaging your submission can be found in the eSubmitter User Manual and/or Quick Guide.

If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

At the bottom of the window, there is a status bar with the text 'OMB No. 0910-0650, Expiration Date: 5/31/2010'. Below the status bar, there are three buttons: a left arrow, 'Outline View', and a right arrow (which is highlighted with a red box).

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Confirmation: Package Files for Submission**

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

At this time, you may save and close this submission to return to it at a later time. To do so, simply click Save and then Close from the File Menu or top Tool Bar. To re-open this submission after closing, select Open Existing Submission from the Intro Screen or Open from the File Menu.

If you would like to package this submission at this time in preparation for transmitting to FDA, please begin the packaging process by selecting Output > Package Files for Submission or by clicking the Package icon from the top toolbar. If any required data is missing, the packaging process will not begin and a Missing Data Report will be displayed. Please ensure that all required questions are completed and all applicable documents have been attached within the submission. Specific directions for packaging your submission can be found in the eSubmitter User Manual and/or Quick Guide.

If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

Warning

You have reached the end of the Submission form. However, the report is incomplete due to missing data. Select the Missing Data Report from the Output menu to easily identify all missing responses.

Close

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Listing of Ingredients: Product and Ingredient Listing**

You are in the **Product and Ingredient Listing** section. In this section you will enter each product and the ingredients in each product.

Please note: You can import Product and Ingredient information by populating data onto the import Excel spreadsheet templates. The import spreadsheet templates can be found under the Info button on the respective Product and Ingredient screens. They can be accessed by clicking the "Import Spreadsheet Template" link under the Import Method section.

How will you provide Product, Component, Ingredient, and Identical Product Information?

- ☐ a) Enter product, component, and ingredient information manually on the following screens
- ☒ b) Enter product and ingredient information using separate CTP-provided spreadsheets, and enter component information manually
- ☐ c) Attach product, component, and ingredient information using a single CTP-provided spreadsheet
- ☐ d) Attach your own spreadsheet

For option B:
~Input all Product information on the Product Listing screen using the FDA-provided spreadsheet
~List all Component information on the Component Identification screen
~Input all Ingredient information on the Ingredient Listing screen using the FDA-provided spreadsheet

For entering information, use the green "+" button on the top left of the screen. Spreadsheets will become available for use upon navigation to the specific screens.

Import Method for E-Liquid Products:
Click on the link ([Listing of Ingredients in Tobacco E-Liquid Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Leaf-Wrapped Cigar Products:
Click on the link ([Listing of Ingredients in Tobacco Leaf-Wrapped Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Ingredients in any Tobacco Product:
Click on the link ([Listing of Ingredients in Any Tobacco Product](#)) to launch the pre-formatted Excel spreadsheet.

Attach the Product, Component, Ingredient spreadsheet.

0 items in the list

Title	Name	Date	Size	Path
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Saved to S: Drive

OMB No. 0910-0630, Expiration Date: 5/31/2010

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, if Other	Product Use	Co-Package?	Product Category
>	1									
>	2									

2 of 9999 items in the list (1 required)

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, if Other	Product Use	Co-Package?	Product Category
>	1									
>	2									

List Data Message Dialog

Select an option

☐ I would like to add another Product

☒ I am finished entering Product(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

2 of 9999 items in the list (1 required)

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Table of Tobacco Products

>	Item	Product Name	FDA-Assigned Tracking Number	STN Application #	Unique Product ID	Type of Unique Product ID	Type of Unique Product ID, if Other	Product Use	Co-Package?	Product Category
>	1									
>	2									

List Data Message Dialog

Select an option

☒ I would like to add another Product

☐ I am finished entering Product(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

2 of 9999 items in the list (1 required)

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing
Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Item: 3

PRODUCT IDENTIFICATION

Tobacco Product Brand/Sub-brand Name or Other Commercial Name (e.g., Acme Lights 100's or Acme Reconstituted Tobacco #202):

FDA-Assigned Tracking Number (TP#####):

If this product is under review or has been authorized under a marketing pathway, enter the submission tracking number of the application (e.g., SE1234567):

Product Identification Number (At least one product identification number must be provided if needed to uniquely identify the product.):

Select the type of product identification number:

▶ If Other, please describe further:

Use of Product:

Is this tobacco product a co-package?

Product Category:

▶ If Other, please describe further:

Product Sub-Category:

▶ If Other, please describe further:

You will be prompted later to record any product(s) that you manufacture that are identical to the product above other than packaging differences that do not affect the characteristics of the product. You do not then need to submit separate ingredients listings for each of the products.

Outline View

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

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File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product Listing

Product Listing

Item: 3

PRODUCT IDENTIFICATION

Tobacco Product Brand/Sub-brand Name or Other Commercial Name (e.g., Acme Lights 100's or Acme Reconstituted Tobacco #202):

FDA-Assigned Tracking Number (TP#####):

If this product is under review or has been authorized under a marketing pathway, enter the submission tracking number of the application (e.g., SE1234567):

Product Identification Number (At least one product identification number must be provided if needed to uniquely identify the product):

Select the type of product identification number:

☐ If Other, please describe further:

Use of Product:

Is this tobacco product a co-package?

Product Category:

☐ If Other, please describe further:

Product Sub-Category:

☐ If Other, please describe further:

You will be prompted later to record any product(s) that you manufacture that are identical to the product above other than packaging differences that do not affect the characteristics of the product. You do not then need to submit separate ingredients listings for each of the products.

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

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File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Ingredient Listing

Ingredient Listing By Product

Product
Component

List Detail Info

Import Method:

Please note: If you already have a spreadsheet from a previous submission, you can copy and paste your information into the spreadsheet linked below.

1. You **MUST** select a Submission Type (the first question of this form) prior to clicking the spreadsheet link. Then, click on the link ([Import Spreadsheet Template for Ingredient Identification Updates](#)) to launch the pre-formatted Excel spreadsheet.
2. Save the Excel spreadsheet file to an alternate location on your computer prior to filling in the requested information. You will need to navigate to the location of the file during the import process.
3. Note: Avoid changing the format of the spreadsheet as this may interfere with importing and the validation of the data.
4. Once you have entered the information into the spreadsheet, click the Import Data button on the top right corner of this screen next to the yellow light bulb and follow the import wizard.
5. After all data is imported, you can click "List" to view and verify the imported product(s) information.

To see these instructions again, you may click on the "Info" button above.

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Ingredient Listing

Ingredient Listing By Product

Product
Component

List Detail Info

Import Method:

Please note: If you already have a spreadsheet from a previous submission, you can copy and paste your information into the spreadsheet linked below.

1. You **MUST** select a Submission Type (the first question of this form) prior to clicking the spreadsheet link. Then, click on the link ([Import Spreadsheet Template for Ingredient Identification Updates](#)) to launch the pre-formatted Excel spreadsheet.
2. Save the Excel spreadsheet file to an alternate location on your computer prior to filling in the requested information. You will need to navigate to the location of the file during the import process.
3. Note: Avoid changing the format of the spreadsheet as this may interfere with importing and the validation of the data.
4. Once you have entered the information into the spreadsheet, click the Import Data button on the top right corner of this screen next to the yellow light bulb and follow the import wizard.
5. After all data is imported, you can click "List" to view and verify the imported product(s) information.

To see these instructions again, you may click on the "Info" button above.

List Data Message Dialog

Select an option

☐ I would like to add another ingredient

☒ I am finished entering ingredient(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Ingredient Listing

Ingredient Listing By Product

Product
Component

+ - List Detail Info

Import Method:

Please note: If you already have a spreadsheet from a previous submission, you can copy and paste your information into the spreadsheet linked below.

1. You **MUST** select a Submission Type (the first question of this form) prior to clicking the spreadsheet link. Then, click on the link ([Import Spreadsheet Template for Ingredient Identification Updates](#)) to launch the pre-formatted Excel spreadsheet.
2. Save the Excel spreadsheet file to an alternate location on your computer prior to filling in the requested information. You will need to navigate to the location of the file during the import process.
3. Note: Avoid changing the format of the spreadsheet as this may interfere with importing and the validation of the data.
4. Once you have entered the information into the spreadsheet, click the Import Data button on the top right corner of this screen next to the yellow light bulb and follow the import wizard.
5. After all data is imported, you can click "List" to view and verify the imported product(s) information.

To see these instructions again, you may click on the "Info" button above.

Screen Navigation Dialog

Select an option

☐ I would like to add/select a new Product

☐ I would like to add/select a new Component

☒ Continue to the Next screen

OK Cancel

Previous View Outline View Next View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Identical Product Information

Product

This screen supports the data input of tabular Item information.
For help on how to use this screen, view the screen instructions available by selecting the 'Hint' option (denoted by a lightbulb) at the top right of the screen.

List Data Message Dialog

Select an option

☐ I would like to add another item

☒ I am finished entering item(s) and I would like to move to the next screen

☐ Ignore future add/navigation messages when exiting list screens?

OK Cancel

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Identical Product Information

Product

This screen supports the data input of tabular Item information.
For help on how to use this screen, view the screen instructions available by selecting the 'Hint' option (denoted by a lightbulb) at the top right of the screen.

Screen Navigation Dialog

Select an option

☐ I would like to add/select a new Product

☒ Continue to the Next screen

OK Cancel

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Additional Information

If you used a spreadsheet to import product and ingredient data, you may attach it to the Additional Submission Documents attachment question.

Cover Letter

If you have a cover letter, please attach it here.

File Attachment

Additional Submission Documents

Please attach any additional documentation relevant to this submission (e.g., Import Spreadsheet template for Product Identification, chart, graph, index, table of contents, etc.).

0 items in the list

Title	Name	Date	Size	Path
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Submission Comments

Please enter any submission comments below.

Outline View

CMS No. 0910-0650, Expiration Date: 5/31/2010

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Confirmation: Instructions

Introduction > Submitter Identification > Ingredient Listing > **Confirmation**

You are now in the **Confirmation** section. This section contains a confirmation statement, and requests additional contact and address information, as needed. Your last step in this section is to package your submission for transmission to the Center for Tobacco Products. The packaging process will validate that you have completed data entry.

Previous Outline View Next

OMB No. 0910-0630, Expiration Date: 5/31/2010

eSubmitter v3
CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Confirmation: Confirmation Statement

Warning: A willfully false statement is a criminal offense, U.S. Code, title 18, section 1001.

The data and information in this submission have been reviewed and, to the best of my knowledge, are certified to be true and accurate. I agree to report changes to this information as required under section 904(c) of the act.

Identify the person submitting this form:

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Contact Information

Prefix:

First Name:

Middle Name:

Last Name:

Generational Suffix:

Generational Suffix, if Other:

Professional Suffix:

Position Title:

Email Address:

Telephone Number(s):

0 of 4 items in the list

Fax Number(s):

0 of 1 items in the list

Mailing Address

Outline View

Mailing Address

Company Name:

Country:

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot displays the eSubmitter v3 application window. The title bar reads 'eSubmitter'. The menu bar includes 'File', 'Edit', 'View', 'Table', 'Output', 'Tools', and 'Help'. The toolbar contains icons for file operations (Open, Save, Print, etc.) and submission actions (Back, Forward, Package, etc.).

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View | **Confirmation: Package Files for Submission**

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

At this time, you may save and close this submission to return to it at a later time. To do so, simply click Save and then Close from the File Menu or top Tool Bar. To re-open this submission after closing, select Open Existing Submission from the Intro Screen or Open from the File Menu.

If you would like to package this submission at this time in preparation for transmitting to FDA, please begin the packaging process by selecting Output > Package Files for Submission or by clicking the Package icon from the top toolbar. If any required data is missing, the packaging process will not begin and a Missing Data Report will be displayed. Please ensure that all required questions are completed and all applicable documents have been attached within the submission. Specific directions for packaging your submission can be found in the eSubmitter User Manual and/or Quick Guide.

If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Navigation buttons: Previous, Outline View, Next (highlighted with a red box).

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Confirmation: Package Files for Submission**

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If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

Warning

You have reached the end of the Submission form. However, the report is incomplete due to missing data. Select the Missing Data Report from the Output menu to easily identify all missing responses.

Close

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Product and Ingredient Listing

Submitter Role and Submission Type > Identification Information > **Product and Ingredient Listing** > Additional Information > Confirmation

You are in the **Product and Ingredient Listing** section. In this section you will enter each product and the ingredients in each product.

Please note: You can import Product and Ingredient information by populating data onto the import Excel spreadsheet templates. The import spreadsheet templates can be found under the Info button on the respective Product and Ingredient screens. They can be accessed by clicking the "Import Spreadsheet Template" link under the Import Method section.

How will you provide Product, Component, Ingredient, and Identical Product Information?

- ☐ a) Enter product, component, and ingredient information manually on the following screens
- ☐ b) Enter product and ingredient information using separate CTP-provided spreadsheets, and enter component information manually
- ☒ c) Attach product, component, and ingredient information using a single CTP-provided spreadsheet
- ☐ d) Attach your own spreadsheet

For option C:
~Download the appropriate spreadsheet from the available hyperlinks below
~Attach the spreadsheet using the green "+" button below

NOTE: Due to potential file type discrepancies, you may receive a pop-up warning upon clicking the link to open one of the below spreadsheets. For most users, there will be no impact

Import Method for E-Liquid Products:
Click on the link ([Listing of Ingredients in Tobacco E-Liquid Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Leaf-Wrapped Cigar Products:
Click on the link ([Listing of Ingredients in Tobacco Leaf-Wrapped Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Ingredients in any Tobacco Product:
Click on the link ([Listing of Ingredients in Any Tobacco Product](#)) to launch the pre-formatted Excel spreadsheet.

Attach the Product, Component, Ingredient spreadsheet

0 items in the list

Title	Name	Date	Size	Path
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Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Additional Information

If you used a spreadsheet to import product and ingredient data, you may attach it to the Additional Submission Documents attachment question.

Cover Letter

If you have a cover letter, please attach it here.

File Attachment

Additional Submission Documents

Please attach any additional documentation relevant to this submission (e.g., Import Spreadsheet template for Product Identification, chart, graph, index, table of contents, etc.).

0 items in the list

Title	Name	Date	Size	Path
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Submission Comments

Please enter any submission comments below.

OMB No. 0910-0650, Expiration Date: 9/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Confirmation: Confirmation Statement

Warning: A willfully false statement is a criminal offense, U.S. Code, title 18, section 1001.

The data and information in this submission have been reviewed and, to the best of my knowledge, are certified to be true and accurate. I agree to report changes to this information as required under section 904(c) of the act.

Identify the person submitting this form:

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Contact Information

Prefix:

First Name:

Middle Name:

Last Name:

Generational Suffix:

Generational Suffix, if Other:

Professional Suffix:

Position Title:

Email Address:

Telephone Number(s):

0 of 4 items in the list

Fax Number(s):

0 of 1 items in the list

Mailing Address

Outline View

Mailing Address

Company Name:

Country:

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot displays the eSubmitter v3 application window. The title bar reads 'eSubmitter'. The menu bar includes 'File', 'Edit', 'View', 'Table', 'Output', 'Tools', and 'Help'. The toolbar contains icons for file operations (New, Open, Save, Print, etc.) and submission actions (Submit, Package, etc.).

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View | **Confirmation: Package Files for Submission**

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

At this time, you may save and close this submission to return to it at a later time. To do so, simply click Save and then Close from the File Menu or top Tool Bar. To re-open this submission after closing, select Open Existing Submission from the Intro Screen or Open from the File Menu.

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If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Navigation buttons: Previous, **Outline View**, Next (highlighted with a red box).

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot displays the eSubmitter v3 application window. The title bar reads "eSubmitter". The menu bar includes "File", "Edit", "View", "Table", "Output", "Tools", and "Help". The toolbar contains various icons for file operations and submission. The main window has a header section with "Submission Name: Test6" and "Report Type: CTP Tobacco Product Ingredient Listing". On the right, it shows "Last Modified:" and "Date Packaged:". Below this is a tabbed interface with "Screen View" and "Confirmation: Package Files for Submission". The "Screen View" tab is active, displaying a red "STOP" icon and text indicating the end of the submission process. A warning dialog box is centered on the screen, titled "Warning", with a yellow warning icon and text stating: "You have reached the end of the Submission form. However, the report is incomplete due to missing data. Select the Missing Data Report from the Output menu to easily identify all missing responses." The dialog has a "Close" button. At the bottom of the application window, there is a navigation bar with a left arrow, a button labeled "Outline View", and a right arrow button which is highlighted with a red rectangle. The bottom right corner of the window displays "OMB No. 0910-0650 Expiration Date: 5/31/2010".

Submission Name: Test6
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View | **Confirmation: Package Files for Submission**

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

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Warning

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Close

Outline View

OMB No. 0910-0650 Expiration Date: 5/31/2010

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Listing of Ingredients: Product and Ingredient Listing**

You are in the **Product and Ingredient Listing** section. In this section you will enter each product and the ingredients in each product.

Please note: You can import Product and Ingredient information by populating data onto the import Excel spreadsheet templates. The import spreadsheet templates can be found under the Info button on the respective Product and Ingredient screens. They can be accessed by clicking the "Import Spreadsheet Template" link under the Import Method section.

How will you provide Product, Component, Ingredient, and Identical Product Information?

☐ a) Enter product, component, and ingredient information manually on the following screens

☐ b) Enter product and ingredient information using separate CTP-provided spreadsheets, and enter component information manually

☐ c) Attach product, component, and ingredient information using a single CTP-provided spreadsheet

☒ d) Attach your own spreadsheet

For option D:
~List all Product, Component, and Ingredient information in a spreadsheet
~Attach your spreadsheet using the Additional Information screen

Attach your own spreadsheet on the Additional Information screen, using the green "+" button on the top left of the Additional Submission Documents section

Import Method for E-Liquid Products:
Click on the link ([Listing of Ingredients in Tobacco E-Liquid Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Leaf-Wrapped Cigar Products:
Click on the link ([Listing of Ingredients in Tobacco Leaf-Wrapped Products](#)) to launch the pre-formatted Excel spreadsheet.

Import Method for Ingredients in any Tobacco Product:
Click on the link ([Listing of Ingredients in Any Tobacco Product](#)) to launch the pre-formatted Excel spreadsheet.

Attach the Product, Component, Ingredient spreadsheet.

0 items in the list

Title	Name	Date	Size	Path
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Outline View

CMS No. 0910-0650, Expiration Date: 3/31/2010

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Listing of Ingredients: Additional Information

If you used a spreadsheet to import product and ingredient data, you may attach it to the Additional Submission Documents attachment question.

Cover Letter

If you have a cover letter, please attach it here.

File Attachment

Additional Submission Documents

Please attach any additional documentation relevant to this submission (e.g., Import Spreadsheet template for Product Identification, chart, graph, index, table of contents, etc.).

0 items in the list

Title	Name	Date	Size	Path
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Submission Comments

Please enter any submission comments below.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View Confirmation: Instructions

Introduction > Submitter Identification > Ingredient Listing > **Confirmation**

You are now in the **Confirmation** section. This section contains a confirmation statement, and requests additional contact and address information, as needed. Your last step in this section is to package your submission for transmission to the Center for Tobacco Products.

The packaging process will validate that you have completed data entry.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test16
Report Type: CTP Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Confirmation: Confirmation Statement**

Warning: A willfully false statement is a criminal offense, U.S. Code, title 18, section 1001.

The data and information in this submission have been reviewed and, to the best of my knowledge, are certified to be true and accurate. I agree to report changes to this information as required under section 904(c) of the act.

Identify the person submitting this form:

To use the eSubmitter's Address book, use the appropriate copy icons to the right.

Contact Information

Prefix:

First Name:

Middle Name:

Last Name:

Generational Suffix:

Generational Suffix, if Other:

Professional Suffix:

Position Title:

Email Address:

Telephone Number(s):

0 of 4 items in the list

Telephone Number(s)

Fax Number(s):

0 of 1 items in the list

Fax Number(s)

Mailing Address

Company Name:

Country:

Address - Line 1:

Address - Line 2:

Outline View

Outline View

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

The screenshot displays the eSubmitter v3 application window. The title bar reads 'eSubmitter'. The menu bar includes 'File', 'Edit', 'View', 'Table', 'Output', 'Tools', and 'Help'. The toolbar contains icons for file operations (Open, Save, Print, etc.) and submission actions (Submit, Package, etc.).

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View | **Confirmation: Package Files for Submission**

STOP You have reached the end of this submission. You may now package the submission and transmit it to CTP via the CTP Portal or ESG or on CD-ROM in order to fulfill your requirements. Submission via the CTP Portal or the Electronic Submission Gateway provides secure transmission and enables the FDA to provide you with an automated acknowledgement of receipt.

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If you would like to prepare another submission to fulfill other FDA requirements, please select "New" from the File Menu to begin compiling a new submission and be sure to select the appropriate submission type.

OMB No. 0910-0650, Expiration Date: 5/31/2010

Navigation buttons: Previous, Outline View, Next (highlighted with a red box).

eSubmitter v3

CTP Tobacco Product Ingredients Importer form

eSubmitter

File Edit View Table Output Tools Help

Submission Name: Test6
Report Type: CTP: Tobacco Product Ingredient Listing

Last Modified:
Date Packaged:

Screen View **Confirmation: Package Files for Submission**

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Warning

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Close

OMB No. 0910-0650 Expiration Date: 5/31/2010

Outline View