

BRITISH COLUMBIA WINE AUTHORITY

Unit #3, 7519 Prairie Valley Rd., Summerland BC, Canada V0H 1Z4
 Phone: 250-494-8896 Toll Free: 1-877-499-2872 Fax: 250-494-9737



September 29, 2021

BCWA Service Site GUIDE to Icewine Registration

Once you are logged into the BCWA Member services site, <https://services.bcvqa.ca> (if you do not have a log in please contact our office)

From your Home page - Click on the heading "Icewine Management" to enter the Registration screen:

Member Services

Wine Approvals

Enter new wine applications and monitor the status of panel tests, lab tests and label reviews.

Wine Transfers

Register Wine Transfers as a Seller, and view Wine Transfers as a Buyer

Icewine Management

Register Icewine and Late Harvest grapes, record grape Harvests and juice Pressings.

Crop Registration

Register Crop tonnage for the current and past production years.

Invoice History

Archive of invoices.

To register 2021 Icewine select vintage year 2021 & click on the grey button in the bottom right "New Registration"

Icewine Management

Filter by Vintage:

2021

.. or find Registration by ID:

Grape and juice products are not certified by the BC Wine Authority

(*--* indicates a cancelled registration)

Registration			Vineyard			Harvest				Pressing	
#	ID	Year	Grower Number	Vineyard Name	Varietal	Estm. Tonnes	Actual Tonnes	Count	% Done	Count	Litres
1	11905701	2021	123658	Z Only	Chardonnay	4.0	0.000	0	0	0	0.0

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Rows per Page ▾

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These records are not proof of authenticity

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You are now in the **Icewine Registration – IW-1 Form**

Icewine Management

Grape and juice products are not certified by the BC Wine Authority

Registration (IW-1 form) | **Harvests (IW-2 forms)**

Registration Information

Registration ID: _____
Submitted On: _____
Vintage Year:
Your Reference: (optional)

Vineyard Information

Vineyard: [Manage Vineyards ..](#)
GI / Sub-GI: Okanagan Valley
Varietal: Chardonnay
Crop Estimates:

Acres	Tonnes
<input type="text" value="2"/>	<input type="text" value="6"/>

Registration Information:

- Registration ID: will automatically generate (Once the application is complete)
- Submitted On Date: will automatically generate (Once the application is complete)
- Vintage Year: automatically defaults to the current year
- Your Reference: Optional- Anything you wish to enter to help you identify your application (can only be enter after vineyard information)

Registration Information

Registration ID: _____
Submitted On: _____
Vintage Year:
Your Reference: (optional)

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NEXT - If You haven't set up your grower(s) last year - MUST SET UP YOUR GROWER(s) now

From the IW-Form main screen if your grower is already set up you may select them by using the down arrow.
Otherwise click on "Manage Vineyards" & follow the below to set up a new grower.

Vineyard Information

Vineyard: (select) ▼ *Manage Vineyards ..*

GI / Sub-GI:

Varietal:

Crop Estimates:

Acres	Tonnes
0	0

Manage Vineyards – Icewine Management – Vineyards SCREEN

The first time this screen will look as follows, as your list will be empty, once you add your Grower(s) they will appear here. This is only for adding a **NEW** Grower.

To add a Grower Click "CREATE NEW"

Icewine Management - Vineyards for:

There are no Vineyards registered yet for this Grower.

Print Create New .. Exit

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NEW Vineyard Information:

Grower Number: You **MUST** know the **WINE GRAPE GROWER Registration Number** (this number comes from the Wine Grape Grower and is issued by the BCWA - it is given to every registered Wine Grape Grower in BC, if unsure contact the BCWA)

Vineyard Name: Enter the Vineyard name associated with the Registered Wine Grape Grower Number

GI: Select the area, 95% of which the grapes are grown in (British Columbia is NOT allowed for an Icewine)

Varietal: Select the grape varietal. Only those with an asterisk are allowed

NOTE** If you will have several varieties from one grower, then each variety must be set up separately under that growers name, vineyard & WG number.
Example: grower "Z Vineyard" for a Chardonnay and same grower, "Z Vineyard" but a Riesling – this will be a new variety entry for the same Wine Grower.

Address Line 1 & 2: Enter and complete street address

City/Town: Enter the city or town

Comments: If the address joins another location or township block you may add any those details here.

SAVE: **Don't forget to click SAVE!** And **OK** in the pop up box.

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NEW Vineyard Registration

Vineyard Information

Grower Number:

Note - Vineyard Name must be unique and not already defined in the list on the right.

Vineyard Name:

GI:

Grape Varietal:

Note - Grape Varietals marked with an asterisk ("") are eligible only for Late Harvest production.*

Location Information

The following information is used by the BC Wine Authority for vineyard audit purposes. Please provide as much detail as possible, use the "Comments" field to record any additional details.

Address Line 1:

Line 2:

City/Town/County:

Comments:

Once the New Vineyard Registration has been saved Click **"EXIT"** to return to the Icewine Management - Vineyards Screen

****You may continue to enter multiple Wine Grape Growers (Vineyards) or you may do them individually with each IW-1 Form**

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Your Icewine Management – Vineyards Screen will start to look like:

Icewine Management - Vineyards for: Z Winery

Grower Number	Vineyard Name	GI / Sub-GI	Varietal
57001	Wild One	Shuswap	Chardonnay
123658	Z Only	Okanagan Valley	Chardonnay
654985	High Up	Kootenays	Muscat
555888	Here We Go Again	Okanagan / Okanagan Falls	Riesling
555888	Here We Go Again	Okanagan / Okanagan Falls	Chardonnay
985589	Last One	Similkameen Valley	Merlot
123658	Z Only	Okanagan Valley	Merlot

Print Create New .. Exit

To complete the Icewine Registration: IW-1 From click "EXIT"

This takes you back to your IW-1 Registration page. This is for **ONE** Registration only.

Optional: Complete the section "Your Reference" – if you want – it is Optional

Complete the section - **Vineyard Information**:

Vineyard: Select from the drop down

GI / Sub-GI: Automatically fills based on the Vineyard selected

Varietal: Automatically fills based on the Vineyard selected

Crop Estimates: Numerical in rounded **METRIC TONNES**

Vineyard Information

Vineyard: (select) [Manage Vineyards ..](#)

GI / Sub-GI:

Varietal:

Crop Estimates:

Acres Tonnes

You are almost finished **ONE** registration form.

To submit the ICEWINE Form Finish the Declaration section

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Declaration:

Your Name: Must be FULL Name, First and Last of the authorized person. Once ALL information is complete and the Declaration has been read the typed name will become your official authorized signature.

I Agree: Click on and off of "I Agree" to ensure the tick mark is active

SAVE: You MUST click "Save" and "OK" to finish the application.

Declaration

As an authorized representative for the winery / grower (as applicable) I warrant the information entered on this web form is a true and complete representation of the grapes, must, and/or juice described.

I agree to record and provide all information to the BC Wine Authority that is required to verify the disposition and processing of grapes, juice and wine produced from the grapes documented in this submission. I agree to submit to an audit upon request by the BC Wine Authority and I consent to the sharing of information collected related to my participation in this program with other government agencies for purposes of verifying compliance.

I acknowledge and agree that the grape registration portion of this form must be completed and submitted on or before October 31 and that harvest data must be completed within 3 weeks of harvest in order for the grapes to qualify for Late Harvest wines or Icewines.

Your Name

I Agree

bcwaservices.azurewebsites.net says

Create new Registration?

You may Print a copy for your Records, and/or Exit and begin another New Registration

These records are not proof of authenticity

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Your Icewine application information is accessible by clicking on the **Registration ID**

Icewine Management

Filter by Vintage:

2021

.. or find Registration by ID:

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