

Appendix "A"

**DOCUMENT 1**

(LETTERHEAD OF SUPPLIER)

Date: \_\_\_\_\_

To: Liquor Control Board of Ontario

Re: Appointment of Exclusive Agent

We wish to be a Supplier of Liquor Products to you for resale by you. We acknowledge that we have received and read your manual entitled "LCBO Product Management Policies and Procedures."

We hereby authorize the following person to be our exclusive Agent with respect to the sale of the following Liquor Products to Liquor Control Board of Ontario effective the day of \_\_\_\_\_, 20\_\_\_\_\_.

Agent's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fax No.: \_\_\_\_\_

Phone No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Description of Products: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Note: Agent must represent the Product in all sizes and forms and the entire brand line.*

You are entitled to deal exclusively with our Agent. We agree that we and our Agent will comply with the manual entitled “LCBO Product Management Policies and Procedures” as changed from time to time.

The Appointment of this Agent will continue until we notify you in writing of our termination of the agency.

By: \_\_\_\_\_

By: \_\_\_\_\_

I/We have authority to bind the Supplier