



Wednesday, November 30, 2017

**Re: Request for Certificate of Origins and Origin Declarations for 2018
Deadline is December 15, 2017**

Kyle Baker
Manager, Project Services,
Vice President's Office,
Merchandising
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43 Freeland St.
Toronto, ON, M5E 1A4

Dear Trade Partners,

The LCBO is required to have on file updated, country-specific Certificates of Origin and Origin Declarations from suppliers prior to the start of the calendar year 2018.

We require suppliers, not agents, to complete, sign and electronically submit the applicable certificate. Please see procedures attached.

Completed and signed certificates must be **received by the LCBO on or before December 15, 2017**, for the calendar year 2018.

Questions may be directed to merchandising.support@lcbo.com.

Thank you,

Kyle Baker
Manager, Project Services

Attachment: CETA Origin Declaration form



LCBO

PROCEDURES for submission of 2018 Certificate of Origins and Origin Declarations

The Canada Border Services Agency (CBSA) requires a valid Certificate of Origin and Origin Declaration to be on file with the LCBO so that products that meet the regulations of the various trade agreements may have correct import duties applied, including any preferential rates. LCBO will use the various Certificates of Origin and Origin Declarations to administer provisions contained within the various trade agreements.

Currently, the following countries have a trade agreement with Canada:

North American Free Trade Agreement (NAFTA)

- USA and MEXICO – all commodities of Spirits and Wines.

Various Additional Trade Agreements

- CHILE, COSTA RICA, COLOMBIA, PUERTO RICO and PERU – all commodities of Spirits and Wines.

Canada-European Union Comprehensive Economic and Trade Agreement (CETA)

- https://europa.eu/european-union/about-eu/countries_en
- All commodities of Spirits and Wines.

Please note: Certificate of Origin is country specific for NAFTA requirements, and Origin Declaration is country specific for CETA requirements.

Also, Certificates of Origin and Origin Declarations are not required for Imported Beer under Classification HS 2203. Please note flavoured beer is NOT included under this classification and will require Certificates of Origin and/or Origin Declarations.

PROCEDURES

1. The Certificate of Origin and Origin Declaration must be completed by the exporter/supplier. The LCBO will not accept Certificates or Origin Declarations from an agent representing the exporter or supplier.
2. The product must be an active listing or will be an active listing during the calendar year 2018.
3. The Certificate of Origin or Origin Declaration will only be accepted electronically. Please send completed forms to: origin.certificates@lcbo.com. Certificates of Origin and Origin Declarations for 2018 must be received by the LCBO on or before December 15, 2017. Failure to do so will incur a \$250 CAD administration fee and could lead to an increase in import duties.

Free Trade Agreements

4. For products from countries who are party to the trade agreements listed below download and complete the country-specific certificate from the CBSA website:
North American Free Trade Agreement products:
<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b232-16-eng.pdf>

LCBO

Canada–Costa Rica Free Trade Agreement products:

<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b246-eng.pdf>

Canada–Chilean Free Trade Agreement products:

<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b240-16-eng.pdf>

Canada-Colombia Free Trade Agreement products:

<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/bsf459-eng.pdf>

Canada-Peru Free Trade Agreement products:

<https://www.cbsa-asfc.gc.ca/publications/forms-formulaires/bsf267-16-eng.pdf>

- a. For **Section 4: Importer's Name and Address:** use the following:
LCBO
55 Lakeshore Blvd. East
Toronto, Ontario, CANADA
M5E 1A4
(tax identification number is not required)
- b. For **Section 5: Description of Good(s)** – the LCBO product number with full description including product name, bottle size and alcohol % must be provided.
- c. For **Section 6: Harmonized System (HS) Tariff Classification Number** – you must provide the first 6 digits of the HS tariff classification. This will be compared to the HS classification currently submitted by the LCBO at the time of accounting to CBSA. It is important to understand that the HS classification must match the classification required under the Customs Act of Canada.

Canada-European Union Comprehensive Economic and Trade Agreement (CETA)

5. For products from countries under CETA, complete the attached form – CETA Origin Declaration.

Please note that a registered exporter (REX) number is required. Information on REX numbers should be obtained from the respective EU local authority. The LCBO cannot provide additional instructions on obtaining a REX number.

FOR ALL Certificate of Origins and Origin Declarations

6. The certificate must be completed, signed and dated by the exporter in the country of origin. The exporter should then email an electronic version of the signed form to origin.certificates@lcbo.com.

These completed and signed certificates for the calendar year 2018 must be **submitted to the LCBO on or before December 15, 2017.**

Questions may be directed to merchandising.support@lcbo.com

CETA Origin Declaration

Section 1

LCBO Supplier #	
Supplier Name and Address	

Section 2

Contact Name and Email	
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Section 3

The LCBO only accepts declarations for a calendar year.

From	dd-mm-yyyy	To	dd-mm-yyyy
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Section 4

Please note that a registered exporter (REX) number is required. Information on REX numbers should be obtained from the respective EU local authority. The LCBO cannot provide additional instructions on obtaining a REX number.

REX Number:	
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Section 5

LCBO #	Product Description	Size (ml)	Alcohol %

The exporter of the products stated above declares that, except where otherwise clearly indicated, these products are of Canada / EU preferential origin.

Signature	Print name and date
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Send this completed form via email to: origin.certificates@lcbo.com