

April 15, 2016

**RE: NISS Enhancements** 

TO: All Trade Councils

Dear Trade Partners,

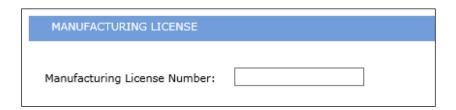
We are pleased to inform you that on <u>Sunday April 17, 2016</u>, we will be implementing the following enhancements to NISS:

 In the Additional Information section it will now be more clear what information has been requested. This is especially helpful if the label review or shipping container examination has been submitted separately.

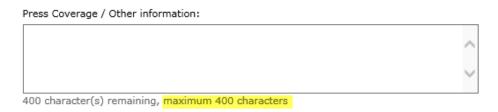


2. Also in the Additional Information section, specifically for Label Reviews, a corrected set of labels now can be uploaded if the originals are found to be incorrect. You will receive an email notification requesting corrected labels. If this is the case, please advise your category contact so the Quality Services department can be alerted to disregard the first review. The new Request for Label Examination will automatically bring forward the information from your original request but will be open to updates.

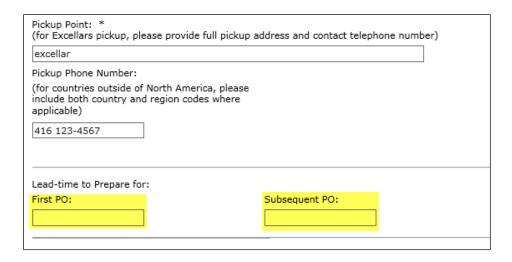
One final change in the Additional Information is for Domestic Spirit products. You
may be requested to provide the Manufacturing License for Domestic Spirits as
directed by LCBO's Policy Department.



- 4. In the **Product and Price/Pack** sections, the tabbing has been modified for easier navigation, specifically the Country fields in the Product page and Container fields in the Price/Pack page.
- 5. Entries of up to 400 characters can now be accommodated in the **Press** Coverage/Other Information field in the **Product** section.



- 6. Changes to the Pre-submission Proposal and Product Review forms:
  - a. Removal of the Gift components boxes, since this is no longer entered on the submission
  - Sample due date has been added beside the Tasting Date to help you meet the deadline
  - c. Terms offered, i.e,. Excellar or FOB, has been added alongside the estimated price and currency
- 7. For **Wine** calls, two new fields are available to enter the **Lead Time** to prepare for the first purchase order and subsequent purchase orders to ship to the LCBO. This can be found in the Product tab right after the Pickup Point:



8. The **Supplier Number** has been added to the header section on **Vintages NTPs.** This is the number to use when signing up for WEBPO.

Questions can be sent to MerchandisingSupport@lcbo.com.

Thank you for your continued support.

Sincerely,

Hian-Lie Liem

Manager, Project Services

Stilliem

Products, Sales & Merchandising

Cc: Nancy Cardinal

Shari Mogk-Edwards

Edison Yon