



May 25, 2018

Attention: All Trade Councils

**Re: Licensee Wines Portfolio 2018/19 Product Call**

Dear Trade Partners,

The LCBO's Licensee Wines Portfolio offers an assortment of exclusive products that are continuously available to licensee customers. I am pleased to announce this portfolio is now under the direction of Julie Hauser, Vintages Licensee Programs.

Please find attached the 2018/19 schedule outlining opportunities for purchases and detailing product specifications and deadlines. Submissions will be accepted starting May 28, 2018.

All submissions must be made through the LCBO's New Item Submission System (NISS). For new users of NISS, [doingbusinesswithlcbo.com](http://doingbusinesswithlcbo.com) offers detailed instructions. All complete NISS submissions must include the following:

1. An online application
2. A product summary detailing licensee sales history, existing licensee commitment or a business plan to attract licensees
3. An image of the product and packaging

In addition, we encourage agents to provide as much relevant product information as possible. Up to three files (max 2 MB each) can be uploaded into NISS.

Questions may be directed to [julie.hauser@lcbo.com](mailto:julie.hauser@lcbo.com). Thank you for your continued support.

Sincerely,

Julie Hauser

**Julie Hauser**

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