

LCBO

Effective Tuesday, April 25, 2017

No.	Fee Schedule for Non-Compliance to Purchase Order Terms & Conditions	Administration Fee
Non-compliance of Product Attributes		
1	Shipping new products with different UPC than submitted in NISS	\$500.00 per product per order
2	Shipping new products with different SCC than submitted in NISS	\$500.00 per product per order
3	Changing the UPC of existing products without prior notification	\$500.00 per product per order
4	Changing the SCC of existing products without prior notification	\$500.00 per product per order
5	Notifying of currency change after the purchase order has been issued	\$500.00 per product per order
6	Failure to proactively advise LCBO of Vintage year changes for Frontline Vintage products	\$500.00 per product per order
7	Changing quote price of an existing product after purchase order has been issued	\$500.00 per product per order
Non-compliance with Purchase Order Details		
8	Change in INCOTerms (FOB or ExCellar) or pick-up location after the purchase order has been issued	\$1500.00 per order
9	Failure to proactively advise the LCBO of a vendor number change for a product which has open purchase orders	\$1500.00 per order
10	Changes initiated by an agent or supplier to a purchase order issued to support an upcoming promotion or Summer Closure program	\$1500.00 per order
11	Failure to use the Web P.O. system to request any changes to the purchase order	\$500.00 per product per order
No.	Fee Schedule for Purchase Orders issued for Summer Closure	Administration Fee
12	Purchase Orders issued to support vendor summer closure	\$500.00 per order up to 4 orders issued \$750.00 per order for 5 to 9 orders issued \$1000.00 per order for 10 or more orders issued

For more information, please contact merchandising.support@lcbo.com