FTA Program 2026

Guide for the submission of Certifications of Origin Issue 1.0 – October 2026

LCBO

NOTICE TO TRADE:

Dear Trade Partners,

The LCBO's annual *FTA Program* is launching for the submission and processing of 2026 FTA Origin Declaration Forms. The *Program* purpose is to assist Trade Partners in reducing the cost of importation and products that may qualify for duty-reduction tariff treatment. By submitting compliant Origin Declaration forms to the LCBO, Trade Partners gain access to preferential tariff treatment on their qualifying products and minimize exposure to import tariffs on products.

Each January 1st, the LCBO executes a re-alignment of all products in the LCBO product database which rolls back any applied preferential tariff rates to their default non-preferential "MFN" rates, inclusive of all products certified in the previous "applicability year". These MFN rates will impact importation costs and thus the pricing of any product that is not certified.

The updated 2026 template forms and key information will continue to be accessible directly from the LCBO's FTA Hub. Please visit FTA Template Forms Library to retrieve the 2026 LCBO template Declaration forms.

To ensure the certificates are processed in a timely manner, please have them submitted by December 6th, 2025 for updating on January 1, 2026.

LCBO

A. Overview

1. This guide and template Declaration Forms all available on our centralized Doing Business with LCBO *FTA Hub*
2. Origin Declarations for the following FTAs are covered by and to be declared to the LCBO using our Declaration Form template:
    - CETA (Austria, Belgium, Bulgaria, Croatia, Cyprus, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherland, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden)
    - CUKTCA (Great Britain, Northern Ireland)
    - CUSMA (Mexico, USA)
    - CPTPP (Australia, Japan, Mexico, New Zealand, Peru, Singapore, Vietnam)
    - EFTA (Iceland, Liechtenstein, Norway, Switzerland)
    - CUFTA (Ukraine)
3. All other FTAs must be submitted on a CBSA formal Certificate of Origin form, including but not limited to:
    - CCFTA (Chile) – B240 Form
    - Form A

B. General Guidelines

Certifications must be completed and signed by an LCBO-registered Supplier (i.e.: Vendor) The signatory should be an authorized representative of the Vendor or Supplier.

Declaration Forms should be submitted by email* to origin.certificates@lcbo.com and will only be accepted as original PDFs.

Declarations that are scans and/or are not suitably legible will not be accepted on their own unless an original PDF is provided as part of the submission.

Maximum of 5 products per PDF Declaration Form

If you need submit a declaration more than 5 products to be databased for 2026, you submit your Certification with both of the following in one submission email:

- A completed and signed PDF Declaration form with the Form's # of SKUs" field selected as "6+"; and
- A copy of the LCBO's Declaration Continuation Sheet in Excel with all products declared and all its fields completed

Conditions of Compliance & Acceptability

Preferential tariff rates will only be accepted for products that have been certified as qualifying for an FTA by the Exporter/Vendor and meet all of the following terms:

a) Certification is on an approved Certification of Origin template Form;

b) Certification Form(s) submitted in original PDF format submitted electronically by email;

c) Maximum of 5 products per PDF Declaration Form;

d) The product(s) must be active listings with the LCBO, or will be an active listing during the 2026 calendar year;

e) Presented with a clear signature from an Authorized Representative who has material knowledge of a product's qualification status;

f) One valid, LCBO-registered Product Number (or SKUs) per product row;

g) Valid, LCBO-registered Vendor Number, Vendor Name;

h) Clearly noted form completion date and complete mailing address, including country name, of vendor's primary place of business;

i) Complete and accurate product description, bottle size, and alcohol % for each declared product;

j) Accurate declaration of the Country of Origin country code and selection of Origin Criterion for each declared product;

k) Complete Certifier details, including name, title, valid email address, and certification date;

l) All specially marked FTA-specific data elements are sufficiently completed.

Right of Rejection

The responsibility for providing the LCBO with compliant Certifications on an Origin Declaration Form lies exclusively with the Certifier.
The LCBO will not accept a Certification that falls within the terms of one or more of the following conditions of Declaration rejection:

a) Certification is provided on a non-compliant or unapproved Origin Declaration Form (ODF);

b) ODF is provided as an illegible scanned copy, or in a non-conforming format (determined at discretion of the LCBO), or is not supplied as an original PDF;

c) ODF contains missing or incomplete MDE (required) fields;

d) ODF is not provided by email, or is emailed to the incorrect LCBO party;

e) ODF fields are completed in handwriting format;

f) Completed and/or signed by an Agent in Canada or a representative deemed to be unauthorized;1 or more declared products are not LCBO-registered SKUs;

g) Vendor Number and/or Name is not registered or valid with the LCBO's vendor management database;

h) One single Declaration Form contains greater than 5 SKUs and an LCBO Origin Declaration Continuation Sheet is not provided;

i) Product descriptions are incomplete or insufficient for 1 or more declared products;

j) Bottle size and/or alcohol % is incomplete for 1 or more declared products;

k) Origin Criterion is missing or non-compliant for 1 or more declared products;

l) Country of Origin code is missing or non-compliant 1 or more declared products;

m) Certifier Details are incomplete or insufficient;

n) Missing or insufficient signature

Form Completion Instructions

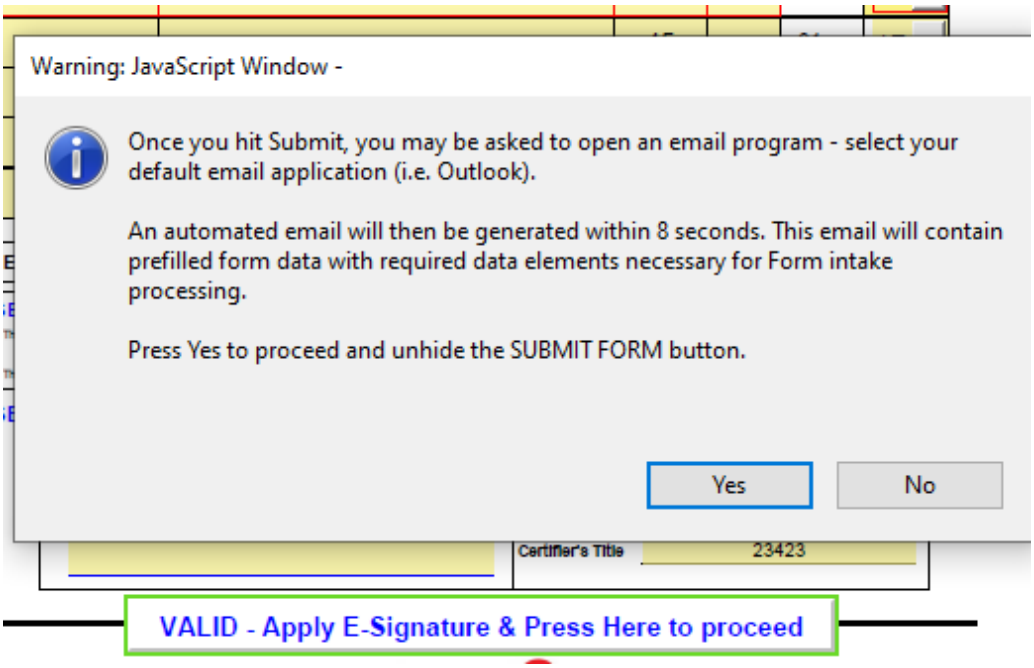
Mandatory Data Elements – the following data points are required for preferential tariff rate application:

1. Vendor number
2. Vendor name
3. LCBO Product numbers (up to 6 numbers) for all declared products

Required Fields, explained:

1. Completion Date the date that the Declaration is completed and signed
2. Section 1 is refilled and read-only with Blanket Usage checked off and Period Covered as the LCBO only accepts blanket forms covering the subject calendar year
3. Section 2 is the selection of the party that the Certifier represents. We will only accept Forms completed by LCBO-registered Vendors/Suppliers.
4. Section 3 - Vendor Details must be provided completely and accurately;
    a) *Vendor Number* must be active and registered with the LCBO.
    b) Vendor Name must be full company named registered with the LCBO
    c) Vendor Address provide full mailing address including country name
5. Section 4 - Product Details
    a) # of Declared Products drop down selection box is mandatory and represents the number of products to be declared for the associated Vendor number. User must select either “1”, "Multi", or “6+”.
    b) Product Description provide complete description of each product
    c) Bottle Size & Alcohol % are self-explanatory
    d) Origin Criterion
    e) Country of Origin is the 2-digit ISO66 country code. Only the codes in dropbox are allowed
    f) Exporter’s Rex Number (FOR CETA ONLY) The Declaration Form must be provided by the Exporter and their valid Registered Exporter Number must be included on each Form
6. Certification Statement the number of pages field defaults to “1”; only complete this field for the CUSMA form and if you are providing an additional document such as a supplemental continuation worksheet on Excel
7. Certifier Details fields are mandatory, Certifier Email must be a valid business email and Signature must be an Adobe digital signature, or click “Fill & Sign” where you may create a digitally drawn signature and place in the signature field electronic signature.

If you have completed all of the mandatory fields, you will see a large green button field pop up at the bottom of the Form. This is the 1st level completeness validation, and you will be able to click this button in order to validate the form and "unhide" the "Submit" button. Below is the Validation Button example and the prompt received after clicking it.



Signature Guidelines

The LCBO recognizes that in certain countries, it is a requirement for Exporting Parties to stamp their Certifications, but the LCBO will not provide Tier 1 intake servicing to Declaration Forms that are not electronically signed and submitted to the LCBO in original PDF format. Therefore, we present an alternative for each of the clients in this scenario:

1. Complete your Certification on our Template Forms (IE: LCBO 2026 CETA Form), sign with an Adobe e-signature, click the "Submit" button and let the auto-submit email populate;
2. If you need proof of submission with an ink-stamp on it, print your copy of the completed form, scan it, and attach to the auto-generated email as a 2nd copy for your own records.