



Discover the World

February 13th, 2012

Dear Exhibitor:

Re: Toronto Wine & Cheese Show - February 16th - 18th, 2012

Welcome to this year's Toronto Wine & Cheese Show. Last year's Show was a lot of fun and this year's promises to be even more exciting.

The LCBO will be operating an on-site retail store and attendees will be able to purchase a selection of products featured at your booth. This year we will attempt to list all products featured in your booth. Listings will be restricted to products from the LCBO Portfolio, Vintages Portfolio and Consignment Warehouse products only.

We are pleased to arrange delivery of the stock for your booth to the Show lock-up. We are accepting requests for LCBO Portfolio, Vintages List and Consignment Warehouse products. (Private stock products must be coordinated through Specialty Services and you must make your own arrangements for delivery.) **Remember that all products must have Lab clearance, be priced and have an assigned LCBO NUMBER.**

On the attached form please identify the stock requirements for your booth. (We will decide how much product is required for the on-site store.) Don Kenney will be our on-site store manager. **Please email your completed order form to Don Kenney don.kenney@lcbo.com by February 24th, 2012.** If you can not email please fax your form to (416) 537-1502. Don will try to contact you before the Show with a total cost. Payment in full is required before the stock will be released from the lock-up.

We will accept returns of full cases only in their original case at the end of the Show. Please make arrangements with Don Kenney before the Show closing on Sunday. We also ask that agents featuring consignment products purchase any open case stock left in the on-site store as we can only return full cases to the warehouse.

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LCBO
55 Lakeshore Blvd.
E.
Toronto, ON
M5E 1A4

www.lcbo.com
www.vintages.com

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There will be a handling charge of \$5.00 per case if more than one case per brand is returned for all returns to stock accepted at the on-site store. This will be deducted from the refund cheque forwarded to you from our Accounting department.

If you have any questions, please contact Don Kenney by phone at (647) 987-5226.

Sincerely,

Michael Fagan
Manager,
Knowledge Resources Group

MF: nn

cc: D. Kenney
M. Lamantia
B. Ewing

NB:

* Ontario Wineries - If you are bringing stock for your own booth, purchased from your retail store, **ensure all levies are paid at time of purchase**. Also, advise Don Kenney on the attached form, of which products will be featured so that arrangements can be made to have them for sale in our on-site retail store.