

January 15, 2021

To: All Trade Councils

Re: LCBO WINES, SPIRITS & BEER Product Needs for 2021-22

Dear Trade Partners.

We are pleased to provide you with the 2021-22 schedules of LCBO WINES, SPIRITS, BEER & CIDER AND RTD Product Needs (see attachment).

All new product tenders will be open in the LCBO's New Item Submission System (NISS) beginning today, Friday, January 15, 2021.

All submissions must be made through NISS. For new users, an introduction to the system and instructions on how to apply for access can be found here. All complete NISS submissions must include the following:

- 1. An online application.
- 2. A one-page marketing plan, including itemized marketing spend for year one, and relevant product attributes and accolades.
- 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 (maximum 2 MB each) can be uploaded into NISS.

Questions may be directed to the relevant Category or Product Manager.

Sincerely,

43 Freeland St. Toronto, ON, M5E 1A4

Stacee Roth

Director, Spirits

Marie Cundari

Kathy Cannon

Chris Robertson

Wines

stacee.roth@lcbo.com 416-864-6347 Tel.

Director, New World & Ontario

marie.cundari@lcbo.com

Director, European Wines &

416-365-5882 Tel.

Destination Collection

kathy.cannon@lcbo.com 416-365-5907 Tel.

Director, Beer, Cider & RTD

chris.robertson@lcbo.com 416-365-5886 Tel.

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Stacee Roth Director, Spirits Marie Cundari Director, New World

& Ontario Wines

Kathy Cannon Director, European Wines & Destination

Collection

Chris Robertson Director, Beer,

Cider & RTD

cc: Abhay Garg, Vice President, Merchandising

Category and Product Managers