



LIQUOR  
DISTRIBUTION  
BRANCH

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Tel: 604-252-8700  
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## POTENTIAL IMPORT AGENTS

### BEVERAGE ALCOHOL PRODUCTS SOLD IN THE PROVINCE OF BRITISH COLUMBIA

Thank you for your expressed interest in importing into the British Columbia liquor market. For your information, all beverage alcohol products sold in British Columbia must be represented by a BC licensed agent. If you are not a BC licensed agent, you will need to apply for an agent license and be approved by BC Liquor and Cannabis Regulation Branch (LCRB). For more information, please contact the [LCRB](http://LCRB).

Products intended for distribution and sale in British Columbia must be registered (using registration application) with the BC Liquor Distribution Branch (BCLDB). Once registered, a listing application to apply for distribution/sale in government liquor stores may be submitted to the LDB for their review and approval.

Attached you'll find the LDB's new import agent registration. Please follow the agent checklist to identify the requirements. Samples are not required upon registrations; however, category managers may request one for listing products.

#### **Distribution Notes: Domestic Out of Province Suppliers**

Please note the following important points regarding products manufactured inside Canada but outside the province of BC.

#### **Ordering and Distribution of Products**

- Current LDB policy does not allow products manufactured within Canada but outside of BC to be stored at third party bonded warehouses within the province of British Columbia.
- Newly registered products will be set up as agent-stocked products. Under the agent-stocked product process (also known as non-stocks or back-ordered product), a purchase order will be issued to the supplier each time a customer places a sales order for the product. This means that your product will not be ordered and stored at the LDB distribution center prior to sales orders being placed by customers. Higher volume products may be stocked at the discretion of the LDB Demand Planner.
- There is an alternative for Beer products to be directly distributed by an approved third-party provider under our Retail Accounting Center program.
- Approved third-party RAC providers include: ContainerWorld, BDL, & Okanagan Springs Brewery.

#### **Payment and Placement of Purchase Orders**

- The LDB does not recognize third-party agents for Canadian suppliers/manufacturers outside of B.C. suppliers for purchase orders or payment purposes. The LDB will order directly from the supplier and will make payment directly to the supplier (not a third party agent). A third party agent may be used by the supplier for the marketing, promotion and registration of products. This is not relevant for direct delivered beer products participating the in the Retail Accounting Center program.



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### **Agent and Product Registration**

- All products sold in BC must be registered with the BC Liquor Distribution Branch.
- All products sold in BC must also be represented by an agent licensed in the province of BC. Agent licenses are issued by the BC Liquor Control and Licensing Branch. The supplier may be the agent as long as they hold a license. Otherwise, a third-party agent may be used for product registration, marketing, and promoting product but payment and purchase orders will be issued directly to the supplier.
- Registered Agents will receive a login and password to the product registration site. If you are a domestic out-of-province supplier registering as an agent with the BCLDB, please complete all forms in the agent registration package. The public bonded warehouse agreement is not required unless you are direct distributing a beer product through an approved third party Retail Accounting Centre (RAC) provider.

For any other further inquiries regarding the new agent process please do not hesitate to contact us at [ldbagentinfo@bcldb.com](mailto:ldbagentinfo@bcldb.com).