

SENDING SAMPLES TO ONTARIO, CANADA

For the submission and pre-submission processes, the LCBO requires detailed information about your product(s) and physical samples. Please follow the instructions below when sending samples to Ontario:

Step One

Please ensure that the bottles are individually wrapped and shipped in styrofoam wrappers or equivalent.

Step Two

Unless otherwise instructed, please ship three bottles.

Step Three

Wrap the cartons, and address them as follows:

Loyal Imports Ltd., Warehouse Location
478 King St W Office 1206 Toronto ON M5V0A8
Tel: +1 888 494-4334

Step Four

Please fill the CI1 form (Canada Customs Invoice). You can find the form within this document.

Step Five

Ship the bottles of wine or spirit airfreight, prepaid, and insured.

Step Six

Please inform the Loyal Imports Ltd. as to the flight number and airway bill number once the goods have been shipped.

PLEASE NOTE:

No more than 45 litres (ex. 5 cases of 12 x 750 ml) can be sent at one time in one airway bill. This is the maximum quantity allowed by Canada Customs to clear and release to Loyal International Trading daily. If more than that quantity is shipped at one time, on one airway bill, the samples are automatically turned over to the liquor board and lost to AWS. When shipping more than the limit allowed, please split the shipment accordingly and send the cases under separate dates.

HOW TO COMPLETE THE CANADA CUSTOMS INVOICE

The Canada Customs Invoice needs to accompany the shipment and should be included with the paperwork that is given to the courier company, as well as being attached to the shipment. You can find pre-filled CI1 forms within this document. Only fill in the fields indicated below:

Field One: Vendor

Indicate the name and address of the company sending the goods to the receiver.

Field Two: Date of Direct Shipment to Canada

The date you shipped the samples.

Field Seven: Country of Origin of Goods

Country where goods are grown, produced, or manufactured.

Field Eleven: Number of Packages

This should be one (1), unless samples shipped in fewer packages.

Field 12: Specifications of Commodities

Name of the wine, vintage, size of the bottle, alcohol percentage, red or white.

Field 13: Quantity

This should be three (3) unless specified otherwise.

Field 14: Unit Price

Reasonable Declared Value, usually about \$3.00 CDN/Bottle. Please ask Loyal Imports to provide you with a reasonable value



1. Vendor (name and address) - Vendeur (nom et adresse)		2. Date of direct shipment to Canada - Date d'expédition directe vers le Canada 3. Other references (include purchaser's order No.) Autres références (inclure le n° de commande de l'acheteur)		
4. Consignee (name and address) - Destinataire (nom et adresse)		5. Purchaser's name and address (if other than consignee) Nom et adresse de l'acheteur (s'il diffère du destinataire)		
		6. Country of transshipment - Pays de transbordement		IF SHIPMENT INCLUDES GOODS OF DIFFERENT ORIGINS ENTER ORIGINS AGAINST ITEMS IN 12. SI L'EXPÉDITION COMPREND DES MARCHANDISES D'ORIGINES DIFFÉRENTES, PRÉCISEZ LEUR PROVENANCE EN 12.
		7. Country of origin of goods Pays d'origine des marchandises		
8. Transportation: Give mode and place of direct shipment to Canada Transport : Précisez mode et point d'expédition directe vers le Canada		9. Conditions of sale and terms of payment (i.e. sale, consignment shipment, leased goods, etc.) Conditions de vente et modalités de paiement (p. ex. vente, expédition en consignation, location de marchandises, etc.)		
		10. Currency of settlement - Devises du paiement		
11. Number of packages Nombre de colis	12. Specification of commodities (kind of packages, marks and numbers, general description and characteristics, i.e., grade, quality) Désignation des articles (nature des colis, marques et numéros, description générale et caractéristiques, p. ex. classe, qualité)	13. Quantity (state unit) Quantité (précisez l'unité)	Selling price - Prix de vente	
			14. Unit price Prix unitaire	15. Total
18. If any of fields 1 to 17 are included on an attached commercial invoice, check this box Si tout renseignement relativement aux zones 1 à 17 figure sur une ou des factures commerciales ci-attachées, cochez cette case Commercial Invoice No. / N° de la facture commerciale _____		16. Total weight - Poids total Net _____ Gross - Brut _____		
19. Exporter's name and address (if other than vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)		17. Invoice total Total de la facture		
20. Originator (name and address) - Expéditeur d'origine (nom et adresse)		21. CCRA ruling (if applicable) - Décision de l'Agence (s'il y a lieu)		
22. If fields 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cochez cette case		23. If included in field 17 indicate amount: Si compris dans le total à la zone 17, précisez : (i) Transportation charges, expenses and insurance from the place of direct shipment to Canada Les frais de transport, dépenses et assurances à partir du point d'expédition directe vers le Canada _____ (ii) Costs for construction, erection and assembly incurred after importation into Canada Les coûts de construction, d'érection et d'assemblage après importation au Canada _____ (iii) Export packing Le coût de l'emballage d'exportation _____		
24. If not included in field 17 indicate amount: Si non compris dans le total à la zone 17, précisez : (i) Transportation charges, expenses and insurance to the place of direct shipment to Canada Les frais de transport, dépenses et assurances jusqu'au point d'expédition directe vers le Canada _____ (ii) Amounts for commissions other than buying commissions Les commissions autres que celles versées pour l'achat _____ (iii) Export packing Le coût de l'emballage d'exportation _____		25. Check (if applicable): Cochez (s'il y a lieu) : (i) Royalty payments or subsequent proceeds are paid or payable by the purchaser Des redevances ou produits ont été ou seront versés par l'acheteur <input type="checkbox"/> (ii) The purchaser has supplied goods or services for use in the production of these goods L'acheteur a fourni des marchandises ou des services pour la production de ces marchandises <input type="checkbox"/>		

Dans ce formulaire, toutes les expressions désignant des personnes visent à la fois les hommes et les femmes.