



## Special Order Request for Price Quotation and Purchase

B.C. Liquor Distribution Branch, Purchasing, Special Orders Department

2625 Rupert Street, Vancouver, BC V5M 3T5

Tel: 604-252-3189 Fax: 604-252-3236

Email: specialorderdesk@bcldb.com

**FOR LDB USE ONLY SUPPLIER#**

<b>Please Print Your Name and Address Clearly</b>	<b>Enter Supplier Name and Address if known or where you previously tasted the product</b>
Name: _____	_____
Street: _____ City: _____	_____
Postal Code: _____ Telephone: _____	_____
Email: _____	BC Agent for the product, if known:
Licensee #, if applicable _____	

### Step 1: Customer Request for Price Quote

Date submitted: \_\_\_\_\_

				FOR LDB USE ONLY			
	Product Name	SKU # If Known	Number of Cases	ML Per Bottle	Bottles Per Case	Retail Bottle Cost	Retail Case Cost
1							
2							
3							
4							
5							

**Note:** minimum order requirement is one case unless otherwise specified by the supplier. Please submit the Request for Price Quote and Purchase form by email, postal mail or fax to the LDB, Purchasing, Special Orders Department. Special Orders will add a price to the form and send it back to you. To proceed with the order, please complete and sign the Acceptance of Quotation agreement and indicate where you will pick the product up then return the form to Special Orders. Upon receipt of the signed form, Special Orders will place the order with the Supplier.

### Step 2: Acceptance of Quotation and Pick Up of Product

**LDB Price Quote Expiry Date:** \_\_\_\_\_

The BC Liquor Distribution Branch is requested to purchase the above listed products from the Supplier as indicated. The Customer agrees to pay the Quoted Retail Price per case as shown above. The quoted price is subject to change based on final confirmation by the Supplier. Please specify the BC Liquor Store where you would like to pick up your special order. Once you have been notified that the product is available at your pick up location, you have 30 days to pick it up after which the LDB will take possession.

**BCLS Store Name: and Location** \_\_\_\_\_

**BCLS Store#: if known** \_\_\_\_\_

**Customer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_