

CRITICAL CONDITIONS OF COMPLIANCE & ACCEPTABILITY

Preferential tariff rates will only be accepted for products that have been **certified** as qualifying for an FTA by the Exporter/Vendor and when Minimum Data Elements (MDEs) are sufficiently **declared** on an Origin Declaration Form, and meet all of the following terms:

1. Certification is on an **approved** Certification of Origin template Form;
2. Certification Form(s) submitted in **original** PDF format submitted electronically by using the Submit Form button on the Form (if using an LCBO Declaration Form Template) and send to the LCBO by email;
3. Maximum of 5 products per Form;
4. Submissions **exceeding 5 SKUs per Vendor #** must be accompanied by an LCBO Continuation Excel Worksheet. The first 5 SKUs must be declared on the PDF Form, which must also be signed. The 6+ SKU submission must then be submitted through the PDF Form and submitter must attach the Continuation Worksheet to the email submission;
5. The product(s) must be active listings with the LCBO, or will be an active listing during the 2022 calendar year;
6. presented with a **clear signature from an Authorized Representative** who has material knowledge of a product's qualification status;
7. one valid LCBO-registered **Product Number** (or SKU) per product row;
8. valid LCBO-registered **Vendor Number**;
9. valid LCBO **Vendor Name**;
10. clearly noted ODF **completion date**;
11. complete **mailing address**, including country name, of vendor's primary place of business;
12. complete and accurate **product description, bottle size, and alcohol %** for each declared product;
13. accurate declaration of the Country of Origin country code for each declared product;
14. accurate selection of Origin Criterion for each declared product;
15. complete Certifier details, including **name, title, valid email address, and certification date**;
16. Specially marked FTA-specific data elements are sufficiently completed.

