

Employee Tasting Protocols

As of June 6th

It is with great enthusiasm that we announce the re-start of our Trade and Employee tastings! Following a long hiatus, we are excited to re-start this cross-collaborative program and have trade members into our stores to help get liquid to lips to our employees. Trade can begin to book tastings with retail teams as of Monday June 6th, and the following guidelines and protocols are important to follow:

- Plan with Store Manager at least one week ahead of your planned tasting
- If you are planning with a product ambassador, product consultant or other the store manager must also approve.
- Tastings must be during nonpeak operational hours, between 10:00am-4:00pm. Any requests outside of this timeframe will be approved at the manager's discretion.
- One trade tasting can take place at a time.
- No more than two employees can participate at one time
- Only two products are allowed to be tasted during the session
- **SINGLE SERVING** of each product only for each employee, employees must utilize individual spittoons.
- Trade cannot leave any left-over samples for employees not in store
- Store Manager/Designate must be present for the tasting
- Hand sanitizer must be present in the room during the tasting
- Each team member is to sanitize and clean up after they have completed their tasting before the next employee enters.
- We recommend trade representatives are masked during the tasting.
- Trade representatives can bring food items to go along with the tasting, however **food must be individual wrapped items and no shareables allowed.**

Allowed	Not Allowed
Individually wrapped sandwiches	Whole Pizza
Individually wrapped Pizza slices	Bowl of Chips
Items individually held in muffin cups	Bowl of nuts
Individual cookies	Tray of crackers
Wrapped pack of crackers	Bowl of Fruit
Anything individually wrapped	Charcutier board
Individually bagged donuts	Box of dozen donuts

Guidelines on Products

- ✓ New Seasonal Product
- ✓ Product released within the last year
- ✓ Products participating in the current promotional theme
- ✓ Product not listed in store
- ✓ Vintages Release Item
- ✓ Whisky Shop Item
- ✓ Gin Shop Item
- ✓ Rum Shop Item

Supplies and Tools

- ✓ **Spittoon (Stores to order off Hamster)**
- ✓ **Tasting cups (Stores to order through Central Supply)**
- ✓ **Product Information Sell Sheet (Trade to bring)**
- ✓ **Masks and gloves are recommended for the trade sampler**