



GROCERY STORE ANNUAL PROOF OF SALES REVENUE

Liquor Control and Licensing Form LCLB130

INSTRUCTIONS:

Complete all notification fields then submit the form via regular mail, email, facsimile, or in person. If you have any questions about completing this form, call Liquor Control and Licensing Branch (LCLB) toll-free at: 1 866 209-2111.

Part 1: Form Contact

Name: Tel:
 E-mail:

Part 2: Licence Information

Licensee Name: Licence #:
 Grocery Store Name:
 Grocery Store Address:
Street City Province Postal Code

Part 3: Reporting Period

First confirmation of meeting the sales revenue requirements is required 12 months from the date a wine store or licensee retail store relocates into a grocery store, or, in the case of a special wine store licence, for the 12 month period following issuance of the licence.

The following revenue report relates to the following dates:

Specified period: to
(Date licence issued, relocated or last reported) (12 months after date licence issued, relocated or last reported)
(dd/mm/yy) (dd/mm/yy)

You must confirm eligibility every 12 months, no later than 3 months after the end of the specified reporting period.

Part 4: Annual Confirmation of Eligibility

Checking the below boxes confirms that during the period specified above the grocery store was:

- Primarily engaged in retailing a general line of foods, including canned, dry and frozen food, fresh fruits and vegetables, fresh and prepared meats, fish and poultry, dairy products, baked products and snack foods, and non-liquor beverages, intended for human consumption
- At least 10,000 square feet (or 929 square meters), including storage

Part 5: Revenue Report

The Liquor Control and Licensing Regulations (section 56) require that:

- no less than 70% of the revenue from sales of non-liquor products sold must come from the sale of food and non-liquor beverages.
- More than 50% of the total sales revenue from all products sold must come from the sale of food and non-liquor beverages.

Please provide the following percentages using the below equations for the specified period:

Percentage of food and non-liquor beverages of total sales revenue from all non-liquor products: % (A/B X 100)
(must be 70% or greater)

Percentage of total sales revenue from food and non-liquor beverages: % (A/C X 100)
(must be 50% or greater)

- A. Total sales revenue from food and non-liquor beverages intended for human consumption*
- B. Total sales revenue from all non-liquor products (including food, non-liquor beverages, and all other non-liquor products sold, e.g. household goods, pet food/supplies, cleaning products, toiletries, etc.)
- C. Total sales revenue from all liquor and non-liquor products

*Food and non-liquor beverages include items that may not be consumed on their own but are added together to make a food item, e.g. flour and salt are ingredients to make bread. Non-liquor beverages include water.

You may be required to provide financial statements to verify compliance with these requirements. Failure to meet these requirements could result in a licence suspension, a monetary penalty, or a transfer or cancellation of licence (please refer to section 51 of the Liquor Control and Licensing Act, and Schedule 2 of the Liquor Control and Licensing Regulation for more information).

Part 5: Declaration

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: “A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59”.

As the licensee or authorized signatory of the licensee, I understand and affirm that all of the information provided is true and complete.

Signature: _____
Authorized signatory of the licensee

Name: Position: Date:
(last / first / middle) (if not an individual) (Day/Month/Year)

Note: An agent, lawyer or third party operator may not sign the declaration on behalf of the licensee.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the licensee to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the licensee is an individual or sole proprietor, the individual himself/herself
- If the licensee is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the licensee is a general partnership, one of the partners
- If the licensee is a limited partnership, the general partner of the partnership
- If the licensee is a society, then a director or a senior manager (as defined in the *Societies Act*)

If an authorized signatory has completed the *Add, Change or Remove Licensee Representative* form (LCLB101) and they have specifically permitted a licensee representative to sign this form on the licensee's behalf, the branch will accept the licensee representative's signature.

The information requested on this form is collected by the Liquor Control and Licensing Branch under Section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.