

## **Saskatchewan Liquor & Gaming Authority**

### **New Agent/Supplier Information**

Updated: August 2024

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## 1. **Agent/Supplier Registration**

SLGA does not require agents/suppliers to register before selling beverage alcohol in Saskatchewan.

## 2. **Selling Beverage Alcohol in SK**

There are two ways to sell beverage alcohol in Saskatchewan:

- SLGA Wholesale – work with SLGA Wholesale to make the product available to approximately 400 retailers across the province. Typically, this involves applying for and receiving a Core (general) listing, but may also include allocation and pre-order opportunities.
- Special Orders – this process is available any time and is demand-driven. Consumers, bars, restaurants, or retailers who wish to purchase your product can Special Order it via SLGA Wholesale. If a product sees ongoing Special Orders from a variety of retailers, it may earn a Core listing, so Special Orders is an excellent way to enter the Saskatchewan market.

## 3. **Website and Portal**

The supplier [website and portal](#) on slga.com holds all pertinent information for agents/suppliers.

- ‘For Liquor Suppliers’ website – provides high-level information, including the monthly Listing Call. Take special note of the ‘Wholesale Manuals and Policies’ section.
- Supplier Portal – provides additional detailed information and requires an account with login information, which you can sign-up for on the website.
- LION – Liquor Information Online Network is the online reporting tool for agents/suppliers who sell product through SLGA. It has reports on your products, as well as overall trend data. After you have sold product through SLGA, sign up via the LION link at the top of the Supplier Portal page.

## 4. **Forms**

SLGA will get most required information from listing applications, but there are two additional forms that will be required for new agents/suppliers:

### A. Agent Letter of Authorization

Letters of Authorization (LOA) authorize an agent to manage a product or portfolio on behalf of the supplier/manufacturer.

If an agent is replacing an existing agent as a representative, a letter of authorization/de-authorization will be required from the supplier/manufacture.

**B. Accounts Payable Banking Instructions**

SLGA requires banking information to pay agents/suppliers after they have received a listing or completed a sale.

## Appendix A – Document Revisions

DATE	REVISIONS
07Aug2020	NEW! Document created and posted.
October2023	General formatting updates and content clarification.
August 2024	General Formatting updates