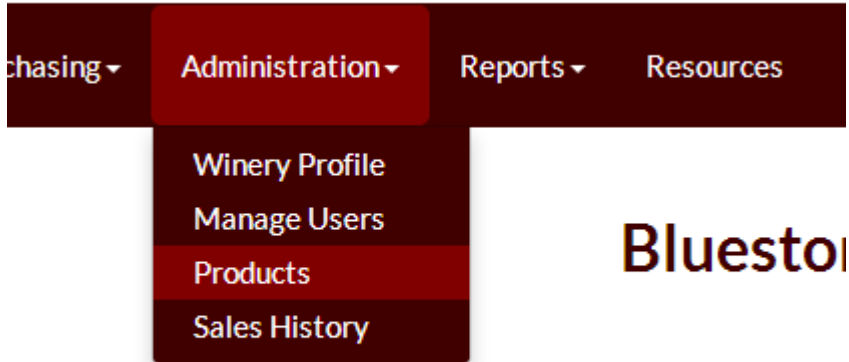


Price increases take effect after 30 days to be compliant with VA ABC Code.

To change the price of your product

1. Administration>Products

Company



2. Click once on the product to be changed and click on edit.



Vintage	Name	Varietal	Available Inventory
Vintage ↓↑	Name ↑	Varietal ↓↑	Available Inventory
2011	Vidal Blanc		0
	Beau	Blend	19869
2012	Blue Ice Estate Grown	Traminette	500

3. Enter the new price. Click on the affirmation button. Click Save. A price decrease will be effective immediately.

Discounts are now available in the system based on quantity sold to ensure we are in compliance with VA ABC. Wholesalers may offer quantity discounts and discounts must be made available to all retailers.

Please update your products to add discounts by:

To add quantity discounts

1. Administration>Products
2. Click on Product you would like to add discount to and then click Edit

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Wines

Edit Add Delete

Vintage	Name	Varietal	Availab
Vintage ↓↑	Name ↑	Varietal ↓↑	Availab
2010	2010 Petit Verdot		2499

3. Click on Add Discount.
4. Enter quantity discount information and select active.

5. Click on the “I affirm” box and select Save.

The screenshot shows a web application interface for editing a product. The browser address bar displays <https://www.wvdc.org/Winery/Product/Edit?ProductId=19419>. The interface includes the following fields and sections:

- Container Size (liters): 0.750
- Bottles/Case: 12
- Order in Multiples Of: 12
- Minimum Order: 12
- ABC Label Code: 67588
- Current Price: 29.00
- New Price: (empty field)
- Discounts: Add Discount button
- Discount Rule Table:

Minimum Order	Percentage (0.01)	Active	Delete
0	0.00	<input type="checkbox"/>	Delete
- Web Site: (empty field)
- Label Image: Choose File button, No file chosen. Text: Image must be no larger than 125 px wide by 125 px high, may not exceed 2 MBytes, and must be in GIF, JPEG, or PNG format.
- I affirm to the truth of the information contained above, pursuant to the Alcohol Beverage Control Act and regulations of the Virginia ABC Board and the WVDC Operating Rules and Agreement.
- Buttons: Cancel, Save

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For mixed cases, how would the discounts work?

If a winery wanted to give a 10% discount on mixed cases of 6 different products (either all the same price or different prices) and a case for each product was 12 bottles, they could setup a discount rule that would apply a 10% discount to 6 bottles or more for each of the 6 products. Doing so would artificially create an order level discount of 10% when those products were ordered together as mixed cases.

For any product, if a retailer 3 cases the discounts should be 10%?

If a winery wanted to execute the scenario above, they could setup a discount rule that would apply a 10% discount to 12 bottles or more for each of 3 products. Doing so would artificially create an order level discount of 10% when those products were ordered together.

How do the tier discounts work?

The scenario below shows a winery with tiered discount rules for a product valued at \$10:

10 bottles .10 Discount = 9 bottles or less would still pay \$10 per bottle, 10 bottles to 19 bottles would be at a 10% discount

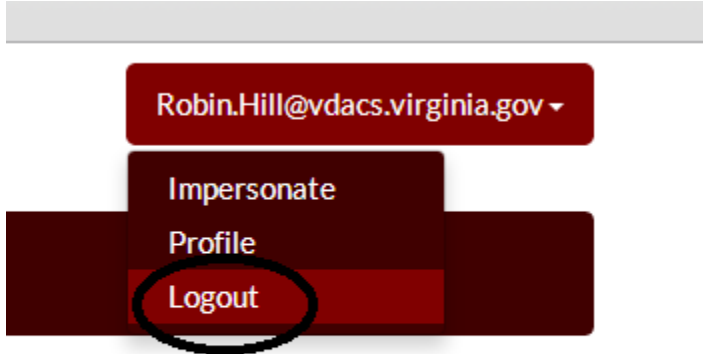
20 bottles .20 Discount = 20 bottles to 29 bottles would get a 20% discount

30 bottles .30 Discount = 30 bottles to 49 bottles would get a 30% discount

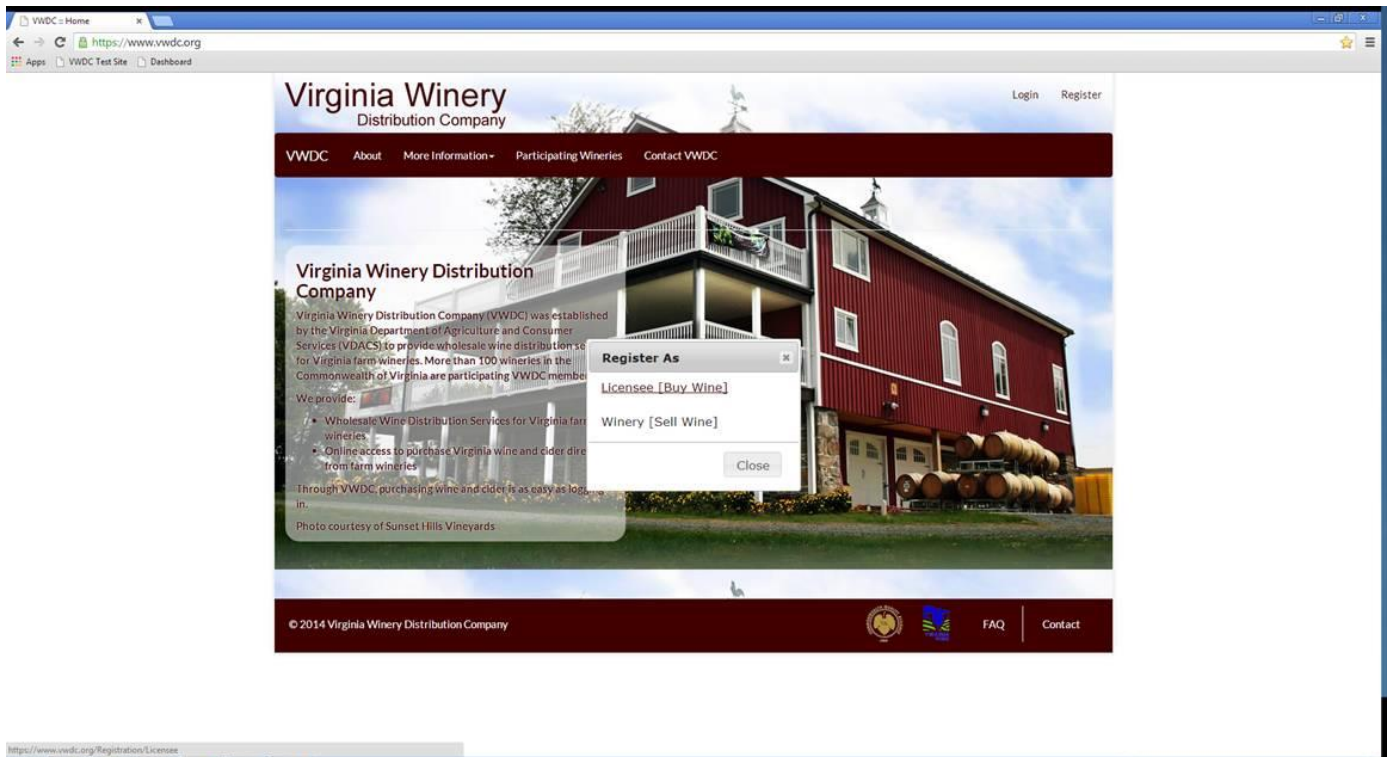
50 bottles .50 Discount = 50 bottles or more (infinity) would get a 50% discount.

To register a new licensee account

1. To add the new account, log out of your account



2. Go to the homepage, and select Register. Register the account as a licensee. Enter all required account information. Required information has an * in the field.



3. Enter all required account information. Required information has an * in the field.

The screenshot shows a web browser window with the URL <https://www.vwdc.org/Registration/Licensee>. The page title is "Register a Licensee". Below the title is a section titled "Licensee Information" containing a form with the following fields:

- Operation Name *
- ABC License # *
- Tax Number
- License Type - License Type - *
- Address 1 *
- Address 2
- City *
- County - County - *
- Zip Code *
- Phone Number *
- Fax Number
- Toll Free Number
- Web Site

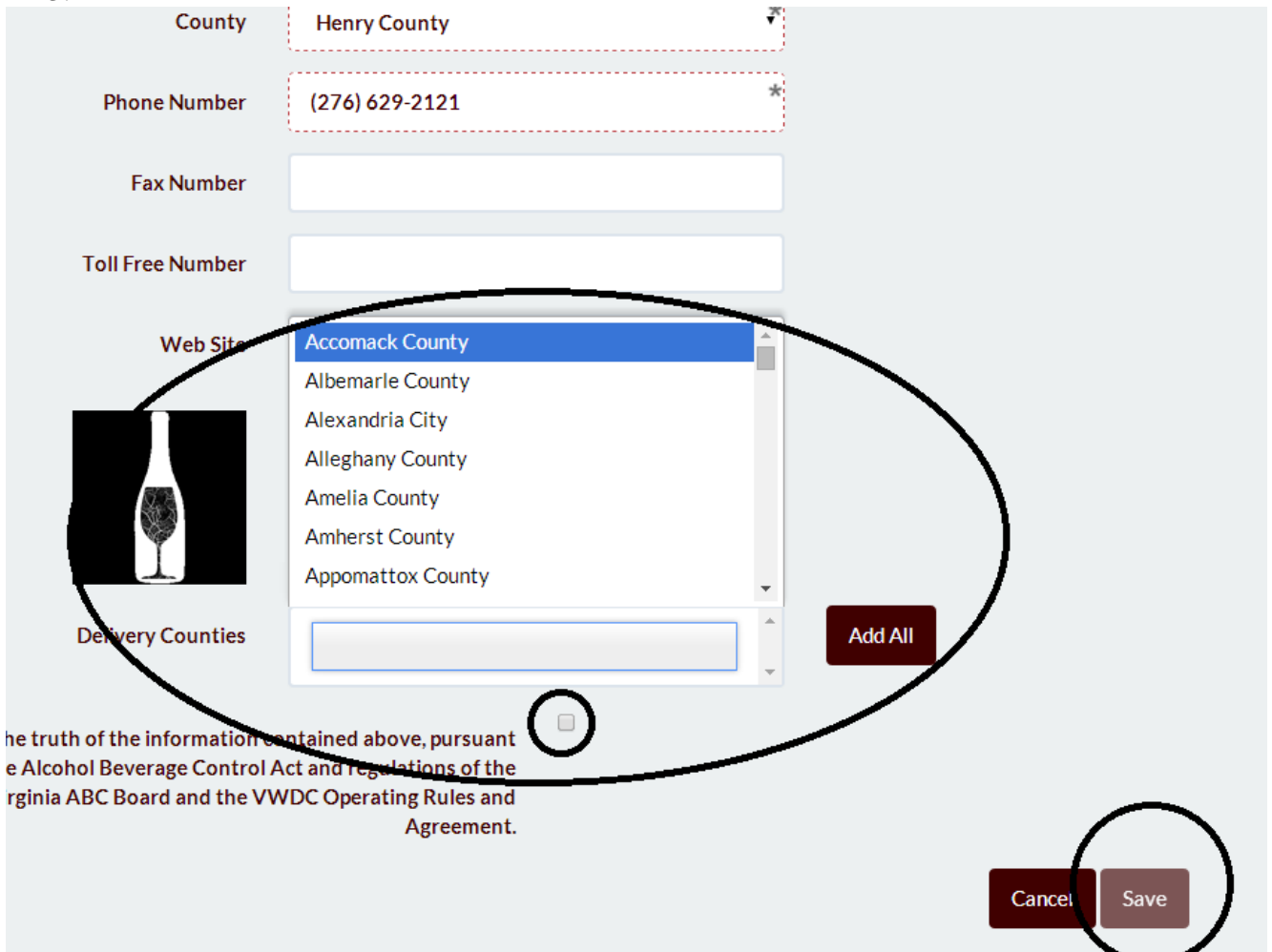
To update deliver counties

1. Administration>Winery Profile

any



2. Select add all and deselect counties you do not deliver to or select only the counties you deliver to from the list. Click on the check box next to the affirmation statement and click save.
- 3.

A screenshot of a web form for updating a winery profile. The form has several input fields: 'County' (set to 'Henry County'), 'Phone Number' (set to '(276) 629-2121'), 'Fax Number', and 'Toll Free Number'. Below these is a 'Web Site' field and a 'Delivery Counties' section. The 'Delivery Counties' section features a dropdown menu with a list of Virginia counties: 'Accomack County', 'Albemarle County', 'Alexandria City', 'Alleghany County', 'Amelia County', 'Amherst County', and 'Appomattox County'. The 'Accomack County' item is selected. To the right of the dropdown is an 'Add All' button. Below the dropdown is a checkbox, which is circled in black. At the bottom right of the form are 'Cancel' and 'Save' buttons, with the 'Save' button also circled in black. A large black oval highlights the 'Delivery Counties' dropdown and the 'Add All' button. At the bottom of the form, there is a paragraph of text: 'I hereby certify the truth of the information contained above, pursuant to the Alcohol Beverage Control Act and regulations of the Virginia ABC Board and the VWDC Operating Rules and Agreement.'

