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TO: ALL SUPPLIERS  
FROM: DEBI J. BESSER, C.P.M., DIRECTOR OF PURCHASING  
SUBJECT: WSLCB DELIVERY STANDARDS DOCUMENT

In September, the WSLCB sent out a Delivery Standards document for your review and comment, and approximately 20 suppliers and stakeholders expressed specific feedback. We have now reviewed all this feedback and had further communication with many stakeholders regarding their specific feedback. In most cases, we were able to make changes to address, or grant exceptions for, almost all the specific concerns. In some cases, we developed compromises that acknowledged the concern as well as the operational constraints in our Distribution Center.

The WSLCB Delivery Standards are the most effective way for us to clearly communicate our expectations and needs to our supplier partners, in order to most effectively and efficiently operate our Distribution Center. We are now officially publishing the Delivery Standards to all affected and interested parties. The full Delivery Standards document is attached to this email message.

The new standards will become effective July 1, 2008. This time period allows for suppliers to make any necessary adjustments for the updated standards. Until July 1, we will continue to operate based on the current standards.

Should you have any further questions or need further assistance, please feel free to contact me at 360-664-1668 or [djb@liq.wa.gov](mailto:djb@liq.wa.gov).