



1. Does your distillery have a period end date where you reconcile your books and financial? (Yes/No)

2. If you answered 'yes' to question #1, when is your period end date?

Where possible, the LDB would like to choose the audit date that coincides with your period end date to facilitate the audit and ease of information gathering for you.

3. Do you have any affiliated distilleries (defined as 10 per cent or more common ownership)? (Yes/No)

4. If you answered 'yes' to question #3, please list all affiliated distilleries:

5. Contract Production

a. Do you contract produce liquor on behalf of other manufacturers? (Yes / No)
If yes, please provide the name(s) of the manufacturer(s) your distillery produces for.

b. Do any other manufacturers produce products on your behalf? (Yes/No)
If yes, please provide the name(s) and contact information of the contract manufacturer(s).

6. Do you conduct an inventory count on March 31 of each year? (Yes/No)

7. If you answered 'yes' to question 6, do you have the inventory count sheets? (Yes/No)



8. The LDB compliance audit scope includes production of all liquor related products. Therefore, it is important to know the type of products that your distillery produced at the licensed establishment. Please indicate if your establishment produces the product types listed below by circling each option that applies:
- a. Spirits
 - i. Gin
 - ii. Vodka
 - iii. Whisky (or aged grain/malt spirit)
 - iv. Liqueur
 - v. Other
 - b. Refreshment beverages
9. During the audit on-site visit, the LDB will include work-in-progress tanks and record the measurement of each tank. To gauge the time required during the audit on-site visit, please provide the number of tanks that are at your licensed establishment:
- a. Production Tanks:
 - b. Fermentation tanks:
 - c. Storage tanks and totes:
 - d. Barrels:
 - e. If your establishment has any interchangeable tanks that can be used as fermentation and storage tanks, please provide the number of these interchangeable tanks:
10. During the audit on-site visit, the LDB will conduct an inventory count. Please indicate where your inventory is located at the on-site facility by circling each of the listed options that apply:
- a. Warehouse
 - b. Cooler
 - c. MOS
 - d. Other warehouses (please provide the name and contact information for any other warehouse that stores your product)