Price List CSV File Format
Solution Design Document

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1 Introduction

1.1 Overview

The Government of British Columbia has mandated the LDB to implement a new wholesale pricing methodology by April 1, 2015 with the following objectives:

- Create a level playing field for liquor retailers in BC

- Provide the same wholesale price for a given SKU instead of varying discounts to wholesale customers based on customer type

- Ensure transparency in how the wholesale price is set

- Mitigate risk to revenue contribution by the LDB with projected increased competition (e.g. Entrance of Grocery, change in consumer behavior, etc.)

For the LDB this means creating a more distinct separation between its wholesale and retail lines of business and placing an increased focus on the wholesale line of business. The LDB's wholesale sales include all sales made to wholesale customers from its Wholesale Customer Centre (WCC) as well as wholesale sales made from Private Distributors directly to wholesale customers on behalf of the LDB. Private Distributors are non-government entities licensed to distribute alcohol products to wholesale and retail customers in British Columbia.

Currently, the BCLDB determines a single tax included retail price referred to as the Display Price and a discount model is used to determine the wholesale price. The discount factors vary by type of wholesale customer resulting in each wholesale customer grouping having its own wholesale price.

As of April 1, 2015 the discount factor pricing model will be eliminated and the BCLDB will provide a single tax excluded wholesale price to be used to sell to all wholesale customers. This change impacts both the prices Private Distributors used to sell to its customers as well as how they report sales data to the BCLDB.

This document focuses on the mechanism that the BCLDB will used to provide the Wholesale Price and Regular Retail Price of products to Private Distributors, Agents and Suppliers.

1.2 Document Purpose

The purpose of this document is to provide Private Distributors, Agents and Suppliers with a Price List file format layout to enable them to start preparing for how they will load prices provided by the BCLDB into their own systems to support sales to their wholesale and hospitality customers and reporting of those sales to the BCLDB.

1.3   Document Audience

The intended audience for this document is:

- Private Distributors that report sales, returns, and pipeline sales to the BCLDB
- Business partners that provide data processing services
- LDB Finance – Revenue
- Finance Functional Specialists
- IS System Analysts

1.4   Terms

The following terms are used throughout this document.

Term	Description
Hospitality Customer (formerly licensee)	A customer in the hospitality industry (restaurant, bar, hotel, etc.) which resells liquor products directly to consumers. Hospitality customers purchase products at Regular Retail Prices.
Manufacturer Onsite Store	A retail store owned by the manufacturer and located on the premises of its manufacturing facility.
Private Distributor	Non-government entities authorized by the BCLDB to distribute alcohol products in British Columbia to wholesale and hospitality customers
Regular Retail Price	Tax excluded selling price charged to hospitality customers.
Wholesale Customer	A customer that operates a retail store which resells packaged products to consumers. Wholesale customers purchase products at tax excluded Wholesale Prices.
Wholesale Price	Tax excluded selling price charged to wholesale customers.
Wholesale Price Promotion	A short-term reduction in the regular wholesale price of the product that is funded by the Agent or Supplier. Upon expiration of the promotional period the product automatically returns to its pre-promotion wholesale price and the Agent/Supplier is billed by the BCLDB for the reduction in wholesale mark-up received during the promotional period based on wholesale sales.

2 Business Requirements

2.1 General Business Requirements

The following business requirements are applicable to both the wholesale price list and hospitality price list CSV file formats identified in this document.

Ref	Description
01	Provide a Price Lookup tool on the Vendor Facing Website to enable Private Distributors, Agents and Suppliers to retrieve wholesale and hospitality customer pricing.
02	Ability to search for the Wholesale Price or Regular Retail Price of a specific product or all products applicable to that PD/Agent/Supplier by the following: - Price Type - SKU - Price Date
03	Display the product description of the SKU prior to processing the Price Lookup so the PD can validate that they have inputted the correct SKU
04	Ability to restrict visibility to products that are assigned specifically to the Private Distributor, Agent or Supplier only.
05	Ability to display an error message if the Private Distributor selects a SKU for which it is not the Agent/Supplier similar to the following: *"Private Distributors are restricted to viewing pricing information for products that they distribute only."*
06	Ability to export the product pricing information into a CSV file format to enable the Private Distributor, Agent or Supplier to use the file format to upload pricing into their systems prior to the price effective dates.
07	Ability to view the following in the CSV file output - SKU - Product Description - Bottles per Pack - Product Status - VQA/Non-VQA flag - Price Date - Price Effective To Date - Container Deposit
08	Provide the LDB SKU number in the CSV file
09	Provide the Product Description in the CSV file
10	Provide the Bottles per Pack, the number of bottles per selling unit in the CSV file
11	Provide the Product Status in the CSV file. The Price List will not display prices for inactive products.
12	Provide a VQA flag in the CSV file to indicate whether a wine SKU has an active VQA certification
13	Provide the Price Date in the CSV file used to determine the price specified
14	Provide a Price Effective To Date in the CSV file if the price specified is a promotional

Ref	Description
	price.
15	Provide the Container Deposit amount in the CSV file for one selling unit of the SKU

2.2 Wholesale Price List Business Requirements

The following business requirements are specific to the Wholesale Price List CSV file.

Ref	Description
01	Provide Private Distributors, Agents, and Suppliers with the ability to extract a retail price list file from the Vendor Facing Website for a single SKU or for all of its SKUs on a specified price date
02	Provide the Wholesale Price as of the Price Date specified in the CSV file
03	Provide the Wholesale Promotion Amount (Promo Amount), the difference between the Regular Wholesale Price and the Wholesale Price, in the CSV file where the Promo Flag is "P"
04	Provide a Promotion Flag (Promo Flag) in the CSV file to indicate whether or not the price is a wholesale promotion price.
05	Display the fields in the CSV File in the following output sequence: - SKU - Description - Bottles per Pack - Status - VQA Flag - Wholesale Price - Promo Amount - Promo Flag - Price Date - End Price Date - Container Deposit

2.3 Hospitality Price List Business Requirements

The following business requirements are specific to the Hospitality Price List CSV file.

Ref	Description
01	Provide Private Distributors, Agents, and Suppliers with the ability to extract a wholesale price list file from the Vendor Facing Website for a single SKU or for all of its SKUs on a specified price date
02	Provide the Regular Retail Price as of the Price Date specified in the CSV file
03	Provide the Retail Promotion Amount (Promo Amount), the difference between the Regular Retail Price and the Retail Price, in the CSV file where the Promo Flag is "P"
04	Provide a Promotion Flag (Promo Flag) in the CSV file to indicate whether or not the price is a retail promotion price.

Ref	Description
05	Display the fields in the CSV File in the following output sequence: - SKU - Description - Bottles per Pack - Status - VQA Flag - Retail Price - Promo Amount - Promo Flag - Price Date - End Price Date - Container Deposit

3 Detailed Specifications

3.1 Wholesale Price List

3.1.1 Purpose

The purpose of the *Wholesale Price List CSV File Format* is to provide Private Distributors, Agents and Suppliers a list of wholesale prices in a format that can easily be uploaded into their systems to support sales to wholesale customers and subsequent sales reporting to the BCLDB.

3.1.2 File Layout

The table below provide a description of all fields, in their display order, to be included on the Wholesale Price List CSV file format.

CSV Field	Field Name	Field Type	Description
SKU	SKU	Numeric	The LDB Stock Number for the product
DESCRIPTION	Product Description	Alphanumeric	Production description assigned by BCLDB to the SKU
BTL_PER_PACK	Bottles per Pack	Numeric	Number of bottles in one selling unit
STATUS	Product Status	Alphanumeric	Display the status of the product as one of the following: 2.0 – Active 3.0 – Pending delisting 3.1 – No product in the DCs 3.2 – No product in the stores and DCs
VQA_FLAG	VQA flag	Yes or No	Displays "Y" to indicate the product has been certified as VQA or "N" for non-VQA products. This is applicable to wine products only.
WHOLESALE_PRICE	Wholesale Price	Numeric	Tax excluded Wholesale Price used to sell to wholesale customers (See

CSV Field	Field Name	Field Type	Description
			Appendix 1 –Customer List).
			Prices will be rounded to two decimal places and will not include commas as separators.
PROMO_AMOUNT	Wholesale Promotion Amount	Numeric	The amount by which the Wholesale Price has been reduced from the Regular Wholesale Price.
			Prices will be rounded to two decimal places and will not include commas as separators.
PROMO_FLAG	Wholesale Price Promotion Flag	Alphanumeric	Displays "P" to indicate that the price specified is a Wholesale Promotion Price.
			Wholesale Promotion Prices are short term price reductions that automatically return to the pre-promotion regular wholesale price at the expiration date of the promotion.
PRICE_DATE	Price Effective From Date	Date (MM/DD/YYYY)	The date used to determine the price
END_PRICE_DATE	Price Effective To Date	Date (MM/DD/YYYY)	Identifies the last date upon which the specified price is effective
CONTAINER_DEPOSIT	Container Deposit Amount	Numeric	Container Deposit amount applicable to one selling unit.
			Prices will be rounded to two decimal places and will not include commas as separators.

3.1.3 File Sample

Please review the WHOLESALE_PRICE_LIST.csv file distributed with this document for a sample of the file format.

3.2 Hospitality Price List

3.2.1 Purpose

The purpose of the *Hospitality Price List CSV File Format* is to provide Private Distributors, Agents and Suppliers a list of regular retail prices in a format that can easily be uploaded into their systems to support sales to hospitality customers and subsequent sales reporting to the BCLDB.

3.2.2 File Layout

The table below provide a description of all fields, in their display order, to be included on the Retail Price List CSV file format.

CSV Field	Field Name	Field Type	Description
SKU	SKU	Numeric	The LDB Stock Number for the product
DESCRIPTION	Product Description	Alphanumeric	Production description assigned by BCLDB to the SKU
BTL_PER_PACK	Bottles per Pack	Numeric	Number of bottles in one selling unit
STATUS	Product Status	Alphanumeric	Display the status of the product as one of the following: 2.0 – Active 3.0 – Pending delisting 3.1 – No product in the DCs 3.2 – No product in the stores and DCs
VQA_FLAG	VQA flag	Yes or No	Displays "Y" to indicate the product has been certified as VQA or "N" for non-VQA products. This is applicable to wine products only.
RETAIL_PRICE	Retail Price	Numeric	Tax excluded Retail Price used to sell to hospitality customers (See Appendix 1 – Customer List) Prices will be rounded to two decimal places and will not include commas as separators.
PROMO_AMOUNT	Retail Promotion Amount	Numeric	The amount by which the Retail Promotion Price has been reduced from the Regular Retail Price.

CSV Field	Field Name	Field Type	Description
			Prices will be rounded to two decimal places and will not include commas as separators.
PROMO_FLAG	Retail Price Promotion Flag	Alphanumeric	Displays "P" to indicate that the price specified is a Retail Promotion Price. Retail Promotion Prices are short term retail price reductions that automatically return to the pre-promotion regular retail price at the expiration date of the promotion.
PRICE_DATE	Price Effective From Date	Date (MM/DD/YYYY)	The date used to determine the price
END_PRICE_DATE	Price Effective To Date	Date (MM/DD/YYYY)	Identifies the last date upon which the specified price is effective
CONTAINER_DEPOSIT	Container Deposit Amount	Numeric	Container Deposit amount applicable to one selling unit. Prices will be rounded to two decimal places and will not include commas as separators.

3.2.3 File Sample

Please review the HOSPITALITY_PRICE_LIST.csv file distributed with this document for a sample of the file format.

4 Appendix – Customer Type List

Below is a listing of valid customer types and the price types to be used when selling to each customer type.

Customer Type	Description/Comments	Customer ID	Price Type
DFS	Duty Free Stores	BCLDB provided Customer Number	DFS Price (as per Manufacturer Agreement)
LIC	Hospitality. Previously referred to as licensees. This includes restaurants, pubs, hotels, etc.	LCLB Issued License Number	Regular Retail Price
LRS	Licensee Retail Store	LCLB Issued License Number	Wholesale Price
GRC	Grocery	LCLB Issued License Number	Wholesale Price
MOS	Manufacturer's Onsite Store	Manufacturer Store Number	Wholesale Price
RAS	Rural Agency Stores	BCLDB provided Customer Number	Wholesale Price
TWS	Tourist Wine Store	BCLDB provided Customer Number	Wholesale Price
VQA	Vintner's Quality Alliance Store. This customer type is only used by the BC Wine Institute and reported electronically only.	LCLB Issued License Number	Wholesale Price
WIN	Independent Wine Store	BCLDB provided Customer Number	Wholesale Price
WAS	Wine Agency Store	BCLDB provided Customer Number	Wholesale Price