

Lagniappe

CHICAGO



ILLINOIS

Welcome !



LAGNIAPPE

**1423 West Chicago Ave
Chicago, IL 60642
T 773.358.2344**

LAGNIAPPEBEVERAGE.COM

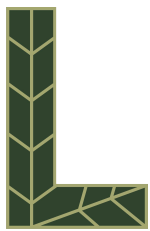
[@lagniappebeverage](https://www.lagniappebeverage.com)

Lagniappe's mission is to bring a selection of high-quality, small-production wines, ciders, and spirits to shops, restaurants, and bars throughout Illinois. It is our objective to partner with creative and passionate suppliers who focus on sustainable and ethically made products and to provide them to customers who share these values. We believe that an informed, engaged team provides the best customer service, so we employ an energetic, knowledgeable group of people who love the products as much as we do. They will be your lifeline to the company and your resource for all things Lagniappe.

Enclosed you will find the New Buyer Packet, which will act as a guide to our company. Please follow the instructions and return all requested materials at your earliest convenience.

We look forward to a long and fruitful partnership!

SAM SILERZIO
General Manager



ORDER GUIDELINES

Attached are the terms and conditions of sale and a copy of the credit app.

Order Board

CLOSES PROMPTLY AT 4:00PM

Orders can be placed with your rep or sent to:

Orders@lagniappebeverage.com

Operations Team: 773.358.2344



Order Minimums

2 cases (as packed)

or \$250

1 Keg=1 case

\$10 delivery fee if minimum is not met

Outlier delivery areas may be subject to higher minimum and/or delivery fees as applicable.



Delivery Days

Our warehouse, located in East Dundee, IL, makes regular deliveries throughout the state:

Chicago (95th Street to Foster Avenue):

Monday through Friday

Far North Neighborhoods (north of Foster Avenue), North & Northwest Suburbs:

Wednesday & Friday

South & Southwest Suburbs:

Tuesday & Thursday

Central & Downstate: Thursday

Galena: Wednesday

All delivery days subject to change.

Same day will calls are always available at our warehouse.

Payments

LAGNIAPPE OFFERS MULTIPLE WAYS TO REMIT PAYMENT:

Lagniappe is on **Fintech**, simply send us a request to connect.

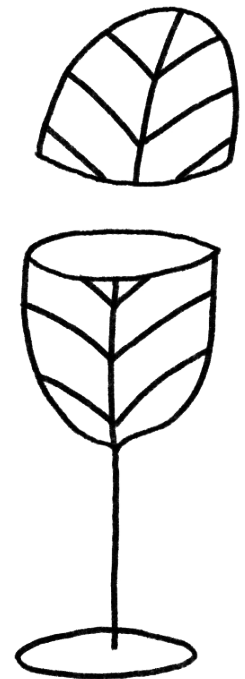
Payment via **ACH** is available, see instructions on page five of this packet.

Send checks by mail:
Lagniappe Beverage
1423 W Chicago Ave
Chicago, IL 60642

COD and check pick up by sales rep also available.

Terms & Conditions of Sale

- 1.** Prices include free delivery provided that minimum requirements are met. Applicable city & county taxes will be invoices separately.
- 2.** Refusal and restocking fees may apply.
- 3.** Full payment is due each month by the date indicated on the invoice as regulated by the Illinois Liquor Control Commission. Lagniappe reserves the right to refuse to ship if an account is delinquent. Lagniappe also reserves the right to require COD payments for previously delinquent accounts.
- 4.** Checks returned by financial institutions will be subject to a \$35.00 service charge each time returned by the maker's bank.
- 5.** Collection fees will be assessed if an attorney or collection agency is utilized to collect delinquent balances. We reserve the right to refuse shipment or require COD payment due to delinquency.
- 6.** Not responsible for typographical errors. If there is a difference between the invoiced price and agreed upon price the agreed upon price prevails.
- 7.** We reserve the right to limit sales and quantities on items limited in supply or availability in accordance with customer's experience and needs.
- 8.** All sales are final. No claims for shortage, breakage or errors will be considered unless reported at the time of delivery.



PLEASE VISIT OUR
WEBSITE FOR UPDATES
AND ANNOUNCEMENTS
lagniappebeverage.com

Order Board is open Monday-Friday 9am-4pm

Orders placed **after 4pm** will be processed the next business day.
Orders placed on the weekend will be processed on Mondays.

New accounts received **before 1pm** will be processed same day.

Incoming ACH Payment Instructions



To Initiate Payments via ACH

PLEASE USE THE FOLLOWING INFORMATION

BANK NAME: JP Morgan Chase Bank N.A.

ACCOUNT TITLE: Lagniappe LLC

ABA NUMBER (ACH ONLY): 021000021

ACCOUNT NUMBER: 922826206

Lagniappe

Please Note

It is very IMPORTANT that the sender of the funds should include information to identify what the funds are for such as the invoice number. Also please be sure to send all remittance notes to accounting@lagniappebeverage.com

Credit Application

SALES REP _____

PAYMENT TYPE COD Fintech Checks ACH
please circle one

CORPORATE NAME _____

DBA _____

LICENSE TYPE *please circle one*

On Premise Off Premise Combo

BILLING ADDRESS

LICENSE # _____

ISSUED _____

EXPIRES _____

Copy of Liquor License must accompany this application

TAX ID # _____

SHIPPING ADDRESS *if different*

CONTACTS *(Please include name, phone number, and e-mail address)*

PRINCIPAL(S) _____

BUYER _____

ACCOUNTS PAYABLE _____

CUSTOMER STATEMENT FAX/EMAIL _____

BANK INFORMATION

BANK NAME _____

ACCOUNT # _____

ADDRESS _____

PHONE _____

DELIVERY *Please provide a four hour window)*

DAYS _____ HOURS _____

DETAILS: _____

*(door code,
loading dock
info, etc)*

TRADE REFERENCES *(please list three)*

1. NAME _____

PHONE _____

2. NAME _____

PHONE _____

3. NAME _____

PHONE _____

SIGNATURE _____

NAME _____

TITLE _____

DATE _____



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PLEASE TAKE NOTICE: A 1.5% PER MONTH SERVICE CHARGE WILL BE APPLIED TO ALL PAST DUE BALANCES. SHOULD THE SERVICES OF AN OUTSIDE AGENCY BE REQUIRED TO COLLECT UNPAID DEBTS, ALL FEES INCURRED INCLUDING REASONABLE ATTORNEYS FEES, SHALL BE THE RESPONSIBILITY OF THE DEBTOR. **EVEN IF THE SIGNATORY IS A CORPORATION OR PARTNERSHIP, THE SIGNATORY, WHETHER EXECUTING THIS CONTRACT AS AN OFFICER OR NOT, DOES HEREBY PERSONALLY GUARANTEE PAYMENT OF ALL BILLS.**



CRT-61 Certificate of Resale

Step 1: Identify the seller

1 Name _____

2 Business address _____

City

State

Zip

Step 2: Identify the purchaser

3 Name _____

4 Business address _____

City

State

Zip

5 Complete the information below. Check only one box.

☐ The purchaser is registered as a retailer with the Illinois Department of Revenue. _____ - _____.
Account ID number

☐ The purchaser is registered as a reseller with the Illinois Department of Revenue. _____ - _____.
Resale number

☐ The purchaser is authorized to do business out-of-state and will resell and deliver property only to purchasers located outside the state of Illinois. See Line 5 instructions.

Note: It is the seller's responsibility to verify that the purchaser's Illinois account ID or Illinois resale number is valid and active. You can confirm this by visiting our web site at tax.illinois.gov and using the Verify a Registered Business tool.

General information

When is a Certificate of Resale required?

Generally, a Certificate of Resale is required for proof that no tax is due on any sale that is made tax-free as a sale for resale. The purchaser, at the seller's request, must provide the information that is needed to complete this certificate.

Who keeps the Certificate of Resale?

The seller must keep the certificate. We may request it as proof that no tax was due on the sale of the specified property.

Do not mail the certificate to us.

Can other forms be used?

Yes. You can use other forms or statements in place of this certificate but whatever you use as proof that a sale was made for resale must contain

- the seller's name and address;
- the purchaser's name and address;
- a description of the property being purchased;
- a statement that the property is being purchased for resale;
- the purchaser's signature and date of signing; and
- either an Illinois account ID number, an Illinois resale number, or a certification of resale to an out-of-state purchaser.

Note: A purchase order signed by the purchaser may be used as a Certificate of Resale if it contains all of the above required information.

Step 3: Describe the property

6 Describe the property that is being purchased for resale or list the invoice number and the date of purchase.

Step 4: Complete for blanket certificates

7 Complete the information below. Check only one box.

☐ I am the identified purchaser, and I certify that all of the purchases that I make from this seller are for resale.

☐ I am the identified purchaser, and I certify that the following percentage, _____ %, of all of the purchases that I make from this seller are for resale.

Step 5: Purchaser's signature

I certify that I am purchasing the property described in Step 3 from the stated seller for the purpose of resale.

Purchaser's signature

____/____/____
Date

When is a blanket certificate of resale used?

The purchaser may provide a blanket certificate of resale to any seller from whom all purchases made are sales for resale. A blanket certificate can also specify that a percentage of the purchases made from the identified seller will be for resale. In either instance, blanket certificates should be kept up-to-date. If a specified percentage changes, a new certificate should be provided. Otherwise, all certificates should be updated at least every three years.

Specific instructions

Step 1: Identify the seller

Lines 1 and 2 Write the seller's name and mailing address.

Step 2: Identify the purchaser

Lines 3 and 4 Write the purchaser's name and mailing address.

Line 5 Check the statement that applies to the purchaser's business, and provide any additional requested information.

Note: A statement by the purchaser that property will be sold for resale will not be accepted by the department without supporting evidence (e.g., proof of out-of-state registration).

Step 3: Describe the property

Line 6 On the lines provided, briefly describe the tangible personal property that was purchased for resale or list the invoice number and date of purchase.

Step 4: Complete for blanket certificates

Line 7 The purchaser must check the statement that applies, and provide any additional requested information.

Step 5: Purchaser's signature

The purchaser must sign and date the form.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Lagniappe LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☒ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

PO Box 187

6 City, state, and ZIP code

Gardiner, NY 12525

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 6 - 4 7 4 1 6 5 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

[Signature]

Date ► 3/25/2019

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.