



Corporate Offices
1710 Whitestone Expy.
Whitestone, NY 11357
718.939.6400

Regional Corporate Offices
1030 West Division St.
Chicago, IL 60642
312.255.9800

Regional Corporate Offices
1265 N. Kraemer Blvd.
Anaheim, CA 92806
714.666.8211



Dear Valued Customer,

Thank you for shopping with Restaurant Depot! We appreciate your business.

To purchase wholesale alcohol, please submit the following information
to your local branch:

Completed application form

Signed affidavit

Resale Certificate (if not already on file)

Signed Authorization Form (if authorizing other purchasers)

Copy of liquor licensee's valid state or Federal ID

Security PIN (set up at www.restaurantdepot.com)

Provided all documents are submitted legibly and in one complete package you will be approved to shop within 1 business day. If you need this expedited, please speak with the branch manager.

If you have any questions, email **alcohol@jetro.com**. Provide your customer ID# (under the barcode on the back of your card) and the branch location you are shopping along with your inquiry.

Kind Regards,

Restaurant Depot Wine & Spirits Team



Wine and Spirits Purchase Application

Business Name: _____

DBA Name: _____

Name of Business Owner: _____

Business Address: _____

Work Phone: _____

Cell Phone: _____

RD Member ID#: _____

Name of Alcohol License Holder: _____

Alcohol License Holder: _____

Driver's License Number: _____

Driver's License State: _____

Driver's License Expiration Date: _____

Email Address: _____

Primary Shopping Location: _____

Signature of Licensee: _____

Date: _____

*If you do not have a driver's license, you may provide another form of government ID, such as a passport, state ID with photo, military ID, certificate of naturalization, or permanent resident card



Affidavit of Liquor Licensee/ Declaración Jurada del Licenciatario de Licor

Date/ Fecha: _____

Business Name/ Nombre del Negocio: _____

Business Address/ Dirección de Negocios: _____

Liquor License Number/ Numero de licencia de licor: _____

Restaurant Depot Member ID/ ID de cliente: _____

This letter is to state that I _____ (licensee name) am the person that is named as the responsible party on the State Liquor License Application submitted on behalf of my company. I am submitting my businesses liquor license to Restaurant Depot to establish an account to purchase Wine & Spirits wholesale.

I am naming all people on an attached authorization form that are given permission to purchase on my behalf. I understand that it is my responsibility to add or remove authorized purchasers and change my security PIN on the Restaurant Depot website.

I understand that I am responsible for closing my account if I should close or sell my business.

Esta carta es para indicar que yo _____ (nombre del licenciatario) soy la persona designada como parte responsable en la Solicitud de licencia de licor Liquor Authority presentada en nombre de mi empresa. Estoy enviando la licencia de licor de mi empresa a Restaurant Depot para establecer una cuenta para comprar vinos y licores al por mayor.

Estoy nombrando a todas las personas en un formulario de autorización adjunto a las que se les da permiso para comprar en mi nombre. Entiendo que es mi responsabilidad agregar o eliminar compradores autorizados y cambiar mi PIN de seguridad en el sitio web de Restaurant Depot.

Entiendo que soy responsable de cerrar mi cuenta si debo cerrar o vender mi negocio.

Liquor Licensee Signature / Firma Licenciatario de licor



Restaurant Depot
Wholesale Wine & Spirits
Authorization to Purchase

The licensee below hereby authorizes its employee(s) listed below to use the licensee's membership card to purchase wine and spirits. The licensee represents, warrants and agrees that the employee(s) listed below are its employees and are authorized to purchase on the account on behalf of the licensee. This authorization may only be withdrawn in writing by the licensee. Licensee agrees that any merchandise released to the employee(s) is the financial responsibility of the licensee.

Business Name / DBA: _____

Licensee Holder Name: _____

The licensee is the person whose name is on the NY liquor license

RD Membership Number: _____

Alcohol Licensee Number: _____

List all employee(s) authorized to purchase on this account:

1. _____
Name Position

2. _____
Name Position

3. _____
Name Position

Licensee's Signature

Date

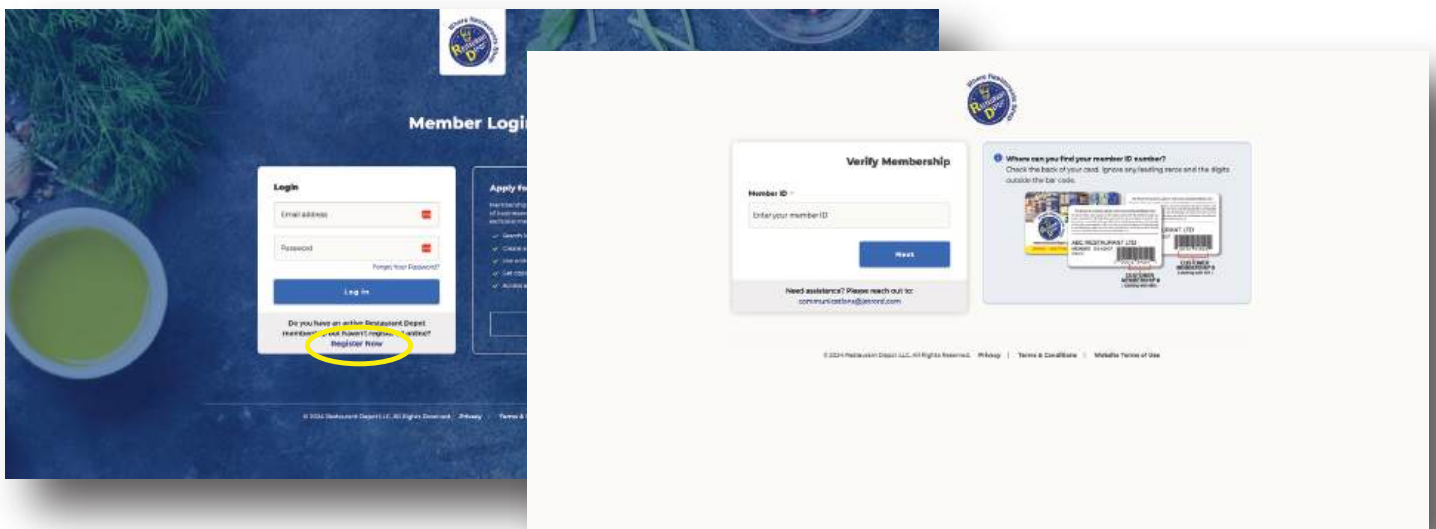
Employee must present driver's license or state ID to confirm identification at time of purchase.

INSTRUCTIONS FOR CREATING ONLINE WEBSITE ACCESS AND PIN FOR WINE & SPIRITS

1. Go to www.restaurantdepot.com and click the yellow Shop Online or In-Store



2. Go to box on left side and click on Register Now and enter your membership ID# (leave off leading 0's).



3. Enter your email address (must be the email address you previously gave the branch. If you did not supply an email, you can choose either a phone number or last date shopped for verification. PLEASE NOTE...TODAYS DATE CANNOT BE USED FOR LAST DATE SHOPPED.

Password must be at least 8 characters long and contain one capital letter and one number.

Member ID: 070000

First Name -
MAUREEN

Last Name -
PERES

Preferred Store
Select State

Email -
|

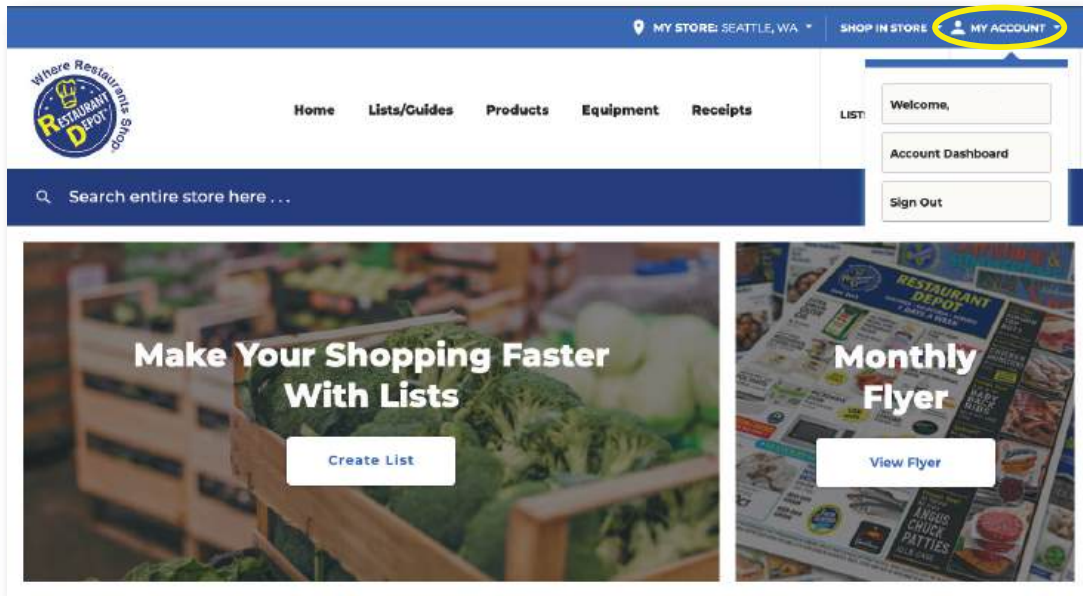
Password Confirm Password

☐ By creating an account you accept our Policies. Click here for details

Back Create an Account

4. At the top right (see highlighted area) you will see MY ACCOUNT. If you click on it, you will get a dropdown like below. Saying Welcome (YOUR NAME).

Click on the Account Dashboard bar.



5. In white area enter your email address again. You can copy and paste it from above for accuracy.

Customer Alcohol PIN

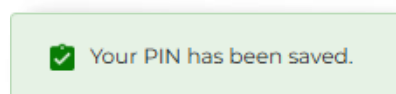
▲ To setup your PIN, please enter the email adress you used to login.

6. Once you hit the blue VERIFY bar the RED box below will turn GREEN.

7. In the GREEN box put a 4-digit PIN number (cannot begin with a ZERO). Click on the BLUE SAVE PIN.

A screenshot of the 'Customer Alcohol PIN' setup form. At the top, it says 'Customer Alcohol PIN'. Below that is a yellow box with a warning icon and the text 'To setup your PIN please enter the email address you used to login.' Inside this box is a text input field labeled 'Enter Your Email Address' and a blue 'VERIFY' button. Below the yellow box, there's a green box with instructions: 'Your PIN should be four numbers. The PIN cannot begin with zero.' Below this is a 'PIN' label followed by four asterisks and a blue 'SAVE PIN' button.

8. Once you see 4 bubbles in the (...) RED box your PIN has been created and saved. At the top center of the page, you will see the following message.



This is the only message you will get. You will not get an email or an assigned PIN. You create your security PIN yourself. If you need to change your PIN at any time, just log in and follow the steps to create a PIN and pick a new number.

ANY QUESTIONS PLEASE EMAIL: communications@jetrord.com