



Directorate Food Safety and Quality Assurance, Division : Liquor Products, Private Bag X5015, Stellenbosch, 7599
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Enquiries : Wendy Jonker - Ref. : 19/1/B

Dear applicant

LIQUOR LICENSE COMPLIANCE LETTER : LIQUOR PRODUCTS ACT, 1989 (ACT 60 OF 1989)

Kindly find the procedure to obtain a letter of compliance from the Department of Agriculture, Forestry and Fisheries. A letter of compliance is required by the provincial Liquor Boards as supplementary documentation after you have submitted your liquor license application to the Liquor Board concerned.

"The normal procedure to obtain a letter of compliance is as follows: We will need you to mail to rhonelb@daff.gov.za a copy of your liquor license application (Form 4) and also quote your temporary (CMATS...) or permanent reference number (WCP/....) or ECP (if Eastern Cape Liquor Board) or GLB (if Guateng Liquor Board) in your email (attach any correspondence from the liquor board that makes reference to your reference number). Kindly provide us with draft labels of the products you intend to produce, an ingredients list (with mentioning the quantities) and the production process. We will also need analysis of the type of liquor you intend to produce , just to guide you whether it complies with the requirements of the Liquor Products Act and to give you guidance on the labeling of the liquor products, except if it is wine. In instances where you will only be producing wine, then we will only need a declaration that you will only make wine in an email and the production process.

Note: Should there be instances where it is not possible to produce or submit a sample, the reason for this should be stated and the composition and production process of the liquor product concerned will have to be submitted. We will consider your motivation and inform you whether a sample will still be required.

Alternatively you can submit the wines to Integral for a full analysis and provide us with copies of the analyses reports and we will then use those analyses to draft the letter.

Once we have all the information, we will evaluate the content and labeling for compliance and provide you with advice how to ensure compliance and then issue a letter of compliance to you.

The physical business address for the delivery of the samples, **for your own account is** :

Integral Laboratories
No. 1 Zandwyk Park
Sandringham Close / Old Paarl Road
Paarl
7624

Contact telephone no. 021 863 1238

Yours faithfully,

pp Administering Officer (Act 60, 1989)