



## Wholesale Return Processing Form

### BARS AND RESTAURANTS:

To help speed up processing, we recommend you complete Parts 1 and 2 of this form before visiting your Contract Liquor Agency with the returned product. This will help your agency and speed up your refund process.

### PART 1 - AGENCY AND PERMIT HOLDER INFORMATION

**AGENCY** Name: \_\_\_\_\_ Number: \_\_\_\_\_

**PERMIT HOLDER** DBA name: \_\_\_\_\_ Permit #: \_\_\_\_\_

Point of Contact

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Refund Preference (select one)

**Refunds will be processed by DOLC, and payments made by JobsOhio Beverage System as soon as possible.**

Check      Direct Deposit (ACH)

If Check, mail to address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTE: If Direct Deposit (ACH), a DOLC team member will contact you to capture the required details.

**PART 2 – RETURNED PRODUCTS (purchased Feb 12 – Mar 15)**

<b>Product Brand</b>	<b>Product Name</b>	<b>State Product Code</b>	<b>Size</b>	<b>Bottle Quantity Returned</b>

**NOTE:** If space above cannot accommodate quantity returned, please print and attach a spreadsheet listing these details for all returned products.

**PART 3 – CERTIFICATION OF RECEIPT**

Signatures below certify the listed product has been accepted into the agency’s custody, has not been tampered with and all product is sellable.

**AGENCY**

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**PERMIT HOLDER**

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_