

PROPOSAL OF HAT TRICK LOGISTICS, LLC

IN RESPONSE TO NHSLC RFP 2012-14

WAREHOUSE SERVICES FOR WINE AND SPIRITS AND RELATED PRODUCTS

VENDOR READINESS PLAN:

Hat Trick Logistics, LLC relies on vendors to provide us certain equipment, supplies, materials, goods or services. Some of these vendors are considered more critical than others.

To minimize our potential exposure to a disruption by our vendor(s), there are several steps to take in advance:

1. Hat Trick Logistics, LLC will designate primary and secondary providers of equipment, supplies, materials, goods or services critical to operations. That is, Hat Trick Logistics, LLC will always have at least two vendors that can provide critical goods and services required to support business.

Key vendors identified: (list key vendors and backup vendors)

Vendor	Main Contact	Phone	E-mail	Plan
Crown Lift Trucks	Joe Miller	781-933-3366	Joe.Miller@crown.com	PIT, equipment
Northland Industrial truck Company, Inc.	Merl Sutherland	877-767-0655	Merl.sutherland@nitco- lift.com	PIT, equipment
Century Mechanical	Rob Hansen	603-224-3284	RSH425@comcast.net	HVAC,

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				general plumbing
HR Clough	Al Davis	603-746-3456	adavis@hrclough.com	HVAC, general plumbing
R & T Electric	Jon Ruggles	603-224-4782	jrrtelec@rtelec.com	Electrical
Longchamps Electric	Tony Brock	603-231-4947	tony@longchampselectric.com	Electrical
Kris-Way truck Leasing	Evan Keefer		ekeefer@kris-way.com	Trucking
Ryder Transportation Services, Inc.	John Lewis	603.669.0300 x124	john_s_lewis@ryder.com	Trucking
Vermont Information Processing	Heather Burnett	802-655-9400	HeatherB@VTINFO.COM	IT

OFFSITE DATA STORAGE:

Backup data facilities have been identified at the following location:

Name of company: New Hampshire Distributors, Inc.

Main contact: Christopher A. Brown

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Phone number: 603-235-3101

E-mail address: cbrown@nhdist.com

Street address: 65 Regional Drive

City, State, zip: Concord, New Hampshire 03301

Name of company: Vermont Information Processing

Main contact: Heather Burnett

Phone number: 802-655-9400 ext. 2288

E-mail address: HeatherB@VTINFO.COM

Street address: 402 Watertower Circle

City, State, zip: Colchester, VT 05446

The New Hampshire Distributors (NHD) backup site will be accessible for an indefinite period from initial date of occupancy after disaster declaration. It will be available for 24-hour access and retrieval and be protected by: **security, fire suppression, water detectors, heating, air and ventilation.** The Vermont Information Processing (VIP) site hosts the warehouse management software as an ASP as well as backups for critical business data. Both facilities are protected by security, fire suppression, water detectors, heating, air and ventilation.

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Hat Trick Logistics, LLC will have physical access to the NHD backup site facility within two (2) hours after notification and guaranteed occupancy shall be at least one year.

Appropriate protocols will be in place to annually test the readiness and reliability of the backup locations.

The offsite storage process will include, but is not limited to, the following.

Backup Tapes – Daily tape backups of **ALL VIP** disk files. Daily cloud and/or local backups of all server and PC disk files.

- System, program product and in-house developed software manuals and guides
- Legal - Copies of contracts, leases, legal and critical correspondences.
- Insurance – Policies, riders and addendums
- Financial - General and private ledgers, year-end financial statements, tax returns, bank records
- Recovery Plans - A complete set
- Assets - Complete fixed asset listings
- Referenced Items - Copies of any item referenced within your recovery team plans
- Floor plans
- Architectural drawings, including mechanical plans
- Photos of facility and various work areas

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- Other crucial documents or data critical to the operation of business

TEMPORARY FACILITIES:

An offsite business operations center has been predetermined where members of the business contingency team and other personnel will assemble immediately after they receive notification to continue necessary business functions and contingency efforts.

Access to this facility is controlled by the members of the business contingency planning team for the purpose of continuity planning and implementation.

The offsite business operations center is located at:

Building name: New Hampshire Distributors, Inc.
Street address: 65 Regional Drive
City: Concord
State and zip: New Hampshire 03301
Phone: 603 224-9991

This offsite business operations center contains:

- Phones and electricity
- Internet
- Computers
- Workspace
- Business supplies

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- Emergency supplies, including bottled water
- Basic set of tools
- Coordination with other sites for information systems

The temporary facilities will be accessible for an extended period of time. Hat Trick Logistics, LLC will have access to the facility when it is determined that normal business operations will be non-functional for an extended period of time. The facility must be made available within 24 hours after notice of intent to occupy the facility, and guaranteed occupancy shall be at least 12 months.

WAREHOUSING SPACE:

The entities that make up Hat Trick Logistics, LLC own several warehouses throughout the state in the event that the primary warehouse space in Merrimack, NH becomes unusable due to manmade or natural disaster. Space at these facilities will be accessed until such time the primary space is back in operation. These facilities are equipped with the necessary material handling equipment, the VIP software solutions and the manpower vastly experienced in the distribution of alcohol based products. Emergency warehousing space:

New Hampshire Distributors, Inc.

Concord, NH

Bellavance Beverage Company

Nashua, NH

Clarke Distributors

Keene, NH, Berlin, NH Rutland,VT,

Brattleboro, VT

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Depending on the circumstances and necessity, an alternate second location will be established that meets all of the criteria of the NHSLC.

TRANSPORTATION:

Tractor trailers and drivers will be provided by Hat Trick Logistics, LL should the need arise to move product from the primary warehouse to the alternative location. Additional vehicles will be provided by Kris-Way Trucking of Portland, Maine and/or Ryder Transportation Services

EQUIPMENT:

Additional equipment will be provided by Crown Lift Trucks and/or Northland Industrial Truck Company

IT:

Hat Trick Logistics, LLC will use an ASP model hosted by Vermont Information Processing in Colchester, Vermont. This allows for high availability back-up...continuous to another AS400 off-site. In the event of a manmade or natural disaster affecting the warehouse, the programs and data required to run the warehouse will be protected and accessible at the temporary facility located at 65 regional Drive in Concord, NH.

In addition, all entities of Hat Trick Logistics, LLC are currently using the software and

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systems provided by VIP in their beer business and will be expertly familiar with the processes and technical aspects of the system making for a smooth transition and recovery.

XIV. Hat Trick Logistics, LLC understands that the warehouse contractor will be responsible for breakage and shortages found at stores on trailers from the respective shipping points, unless proven to be the fault of the carrier or store.

XV. Hat Trick Logistics, LLC Hat Trick Logistics, LLC will ensure the environmental control and safety of the warehouse facility space to safeguard materials sensitive to radical climate fluctuations and freezing. This will be achieved through appropriate temperature controls and security monitoring. Furthermore, Hat Trick Logistics, LLC will store all trailers in a fully paved, secure area. This area is surrounded by 8 foot high chain link fence with razor wire and is protected by video surveillance. Hat Trick Logistics, LLC will make every possible attempt with its flexible receiving hours to not leave loaded trailers overnight. Those that may be left overnight will be secured to the dock by the dock lock mechanism in the protected area.

Security arrangements for these locations and others at the warehouse are described in the response to RFP Section 3.0.13, above.

XVI. Hat Trick Logistics, LLC understands that all overages from any warehouse designated by NHSLC must be returned to the originating warehouse by the transportation contractor.

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XVII. Financial Statements. Hat Trick Logistics, LLC is a newly-formed limited liability company that does not have financial statements for the past 3 years. It is understood that in lieu of providing those statements, RFP Section 1.5.8 allows for the submission of alternative information satisfactory to the NHSLC. This alternative information is submitted in Section IV, 10 (Letter from Rowley Agency).

XVIII. The members of Hat Trick Logistics, LLC are all currently engaged in the warehousing of goods with sufficient experience in the handling of alcoholic beverages.

XIX. It is understood and agreed that if the contractor fails to render proper and efficient service, the State of New Hampshire and the NHSLC reserve the right to take action as described in RFP Appendix E as amended by Exhibit C.

XX. It is understood that the contractor shall determine whether weather conditions or other circumstances render loading or unloading unsafe and shall provide timely notice of such conditions/circumstances to the NHSLC.

XXI. The provisions in RFP Appendix C, Section XXI relative to Contract Transition Period are understood.

XXII. It is understood that the NHSLC will receive storage free of charge for product owned by the NHSLC up to 35,000 cases for 90 days will pay Hat Trick Logistics, LLC for inbound and outbound handling

XXIII. It is understood that the Warehouse contractor must be open to accept inbound deliveries from 6 AM to 9:00 PM, Monday through Friday.

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Proposed Hours of Operation

- Receiving Hours Monday through Friday 6:00 AM to 9:00 PM
- Picking Hours Monday through Friday 6:00 AM to 3:00 PM
3:00 PM to 12:00 Midnight (If necessary)
- Replenishment Hours Monday through Friday 12:00 Midnight to 6:00 AM
(If necessary)

PLUS weekends and Holidays by appointment and/or special circumstances

It is also understood that the Warehouse contractor must respond to requests for an inbound delivery appointment no later than five calendar days from the date the request is received. Hat Trick logistics, LLC prides itself it exceptional customer service and as a result will respond to request for an inbound delivery appointment no later than five calendar days from the date the request is received. Based on our current understanding and experience, the response time will occur within 24 hours.

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APPENDICES D AND D-1

PRICING WORKSHEETS

SUBMITTED SEPARATELY & MARKED "RATE AND PRICE – RFP 2012-14"

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APPENDIX E

GENERAL STANDARDS AND REQUIREMENTS

The provisions of RFP Appendix E as amended by Exhibit C are understood subject to the following exceptions:

Paragraph 13: Delete paragraph 13 of Appendix E. In the alternative, add the following language at the end thereof: *The State shall defend, indemnify and hold harmless the Contractor, its officers and employees, from and against any and all losses suffered by the Contractor, its officers and employees and any and all claims, liabilities or penalties asserted against the Contractor, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the State. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.*

Paragraph 3.3.1.4: Add the following words at the end of the first sentence of said paragraph: *and shall not be borne by the Contractor.*

Paragraph 4.2: Add the following sentence at the end thereof: *Contractor may also pursue any additional legal or equitable remedies for such inability or failure to make payment for Services.*

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APPENDIX F

TERMS AND DEFINITIONS

Response: Understood.

APPENDIX G

RETAIL STORE LOCATIONS

Response: The list containing store numbers, locations, managers, addresses, supervisors, phone numbers and hours of operation is understood.

APPENDIX H

HISTORICAL NUMBER OF DELIVERIES TO STORES & CASES

SHIPPED FROM WAREHOUSES

Response: Understood. It is further understood that the Total Number of Trailer Loads shipped from Nashua during FY 2011 is 3,750 not 1,988.

HISTORICAL SHIPMENTS FROM CONCORD & LAW WAREHOUSES

Response: It is understood that the information contained in the original RFP was erroneous and that the correct information is contained in the clarifications and amendments issued by NHSLC on May 1, 2012.

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APPENDIX I

CURRENT DELIVERY SCHEDULE TO NHSLC RETAIL STORES

(subject to change by NHSLC)

Response: Understood.

APPENDIX J

AVERAGE MONTHLY CASE COUNT IN WAREHOUSES

(Fiscal Year 2011)

Response: Understood

APPENDIX K

INFORMATION TECHNOLOGY SPECIFICATIONS

& PROCEDURES FOR WAREHOUSE(S)

Response: Except as noted below, all items in RFP Appendix K are answered as “understood.”

Hat Trick Logistics has identified Vermont Information Processing (VIP) of Colchester, Vermont as its preferred IT provider for the warehouse management and reporting system. We are confident that VIP can deliver the required reliability and functionality. However, given additional clarifications needed on certain aspects of the RFP, Hat Trick Logistics reserves the right to select an alternate IT provider or providers that will fully

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meet the requirements of the RFP.

The work process will be driven by Vermont Information Processing's (VIP) software suite. The software is UNIX based and runs on the IBM AS-400 platform. Our experience with this software and hardware over the past 20+ years has proven this combination to be incredibly reliable. We will utilize an ASP model with VIP hosting our system at their Colchester, VT, facility. VIP currently has 140 customers using their ASP solution. Security and redundancy meet or exceed industry standards. A complete, redundant hosting facility is located 10 miles from their Colchester location. A full failover test was successfully conducted in March 2012 with all ASP customers moved to the backup location, run for a 28 day period on the backup box and then restored to the production box. The backup facility is scheduled to move to the greater Boston area in early 2013 to add additional distance from the production site.

Connectivity to the ASP will be through a bonded T1 pair and/or Comcast fiber internet. Backup connectivity will be through the Verizon 4G LTE wireless network. Hat Trick member companies are located in close proximity (Nashua, Concord, Keene) to the warehouse and offer an additional level of connectivity and processing backup.

The inventory, receiving, picking and loading processes are explained elsewhere in this Response/Proposal. Order processing and validation will follow a similar flow as used in current members' warehouse operations. Properly submitted and formatted orders are uploaded – notification of successful upload or rejection is sent to SLC. The assigned staff processes uploaded order data against the required exception standards (authorized to order, scheduled delivery day, credit availability, etc). Final order acceptance confirmation is sent back to SLC. Accepted orders are submitted to the routing and picking module for further processing ending in the generation of a virtual pick "ticket". The picking process then begins.

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High Level Product and Information Flow

- Warehouse and NHSLC may agree to provide Broker and Supplier reports via Warehouse's web server provided it meets the specified reporting requirements.

Process for On Line Orders Overview

- Live connectivity by the NHSLC Internet Ordering system into the Warehouse Ordering System will be permitted provided such connectivity can be accomplished in a manner that does not jeopardize the security or integrity of the Warehouse Order system
- Further clarification is required as to what "validation" of Customer, Brand Master and Price must occur prior to order processing; the Warehouse does not generate invoices, only shipping reports, further clarification is needed regarding any involvement of the Warehouse with pricing
- Further clarification of Credit review and approval process by Warehouse is required
- An understanding of the record format required by the NHSLC for Warehouse confirmation back to the Internet Ordering system is needed prior to committing to a 30 second turn around time for such confirmation

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Process for Batch Orders Overview

- NHSLC is responsible for orders transmitted by the NHSLC Internet Order system that are rejected due to incompleteness, inaccuracy or corruption by the NHSLC system
- Further clarification of Credit review and approval process by Warehouse is required

Process for Shipping Orders Overview

- Warehouse will combine all orders for Licensees and NHSLC stores into single shipments provided such multiple orders are received within an agreed upon window and prior to the initial order being assigned to a pick ticket; multiple orders for same-day picking will be viewed as the exception rather than the rule recognizing that such ordering can adversely impact service and costs
- It is preferred that the Warehouse system generate and assign sequential shipping numbers for each shipment and that the Warehouse provide the NHSLC with the list of shipping numbers on a yearly basis
- There is a potential for cost-savings sharing by reducing or eliminating paper Shipping Orders and utilizing electronic shipping documents

Inventory Management (Brand Management, General Management, Warehouse Receiving, NHSLC Breakage, Vendor Breakage)

Brand Management

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- Warehouse reserves right to refuse products from unapproved vendors
- NHSLC shall provide reasonable notification (24 hours) to Warehouse of brands or shipments suspended by NHSLC

General Management

- Further clarification is needed on Blanket Purchase Orders

Warehouse Receiving

- There is a potential for cost-savings sharing by reducing or eliminating paper Warehouse Receipt documents and utilizing electronic receipt documents

Vendor Breakage

- Warehouse will work with Vendor to remove product so required by NHSLC. If after 21 days from date of notification Vendor has not removed product or made acceptable arrangements for its removal, Warehouse may destroy product and update the perpetual inventory file with the appropriate status change

Warehouse System Requirements: Operation Requirements (Quantities, Bailment Stock, Physical Inventory, Cycle Inventory, Data Processing Requirements, Shipping Labels, Single Bottle Picks, Inventory Report)

Operation Requirements

- Data Processing Requirements
 - NHSLC will discuss contemplated changes to the manner and content of data exchange with Warehouse and both will work collaboratively to implement changes and/or identify alternate solutions

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General Reporting Requirements: Broker/Supplier, Licensee Orders

Broker / Supplier

- Warehouse and NHSLC may agree to provide Broker and Supplier reports via Warehouse's web server provided it meets the specified reporting requirements
- Live connectivity by the NHSLC and Suppliers/Brokers into the Warehouse Ordering and Inventory System will be permitted provided such connectivity can be accomplished in a manner that does not jeopardize the security or integrity of the Warehouse Order system

APPENDIX L

PREVIOUS WAREHOUSE PRICING STRUCTURE

Warehouse Service Charges – Nov. 1, 2009 – April 30, 2012

And Ex. F: May 1, 2012 – Dec. 31, 2012

And Jan. 1, 2013 – Oct. 31, 2013

Response: Understood. It is further understood that these charges are historical and will not necessarily apply to the contract that is awarded pursuant to this RFP.

APPENDIX M

Relevant NH Revised Statutes/Administrative Rules

Response: Understood.

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APPENDIX N

SPECIFICATIONS FOR WAREHOUSES

Response: Understood.

APPENDIX O

FIVE SAMPLE LABELS

Response: Understood.

APPENDIX P

FILE LAYOUTS

Response: Understood.

APPENDIX Q

**RECEIVING REPORT, PACKING SLIP, SHIPPING LABELS, PHYSICAL
INVENTORY REPORT**

Response: Understood.

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APPENDIX R

LIST OF INNOVATIVE IDEAS – RESPONSE TO RFP SECTION 1.7.3

Hat Trick Logistics is uniquely positioned to provide additional cost and operational opportunities through synergies with the existing warehousing and distribution businesses of its member companies. As just one example, combining wine with beer transportation operations could dramatically improve wine penetration and shelf inventory in rural licensees. The group recognizes many things must evolve to for this scenario to become reality but it demonstrates our long-term vision and thinking for this venture. Below are additional examples of actual and contemplated innovative and value-added ideas.

Technology

- Voice Picking
- UPS-Tested Truck Loading software to optimize load building, reduce breakage and save labor
- Performance measurement metrics via picking solution

Operations

- Product Movement/Handling Technology
- Layered inventory...location, code date, receipt date
- Pallet Scales
- Conveyors
- 24/7 On-demand Loading, Receiving & Customer Service

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- Warehouse/Vendor/NHSLC Revenue/Cost-Saving Share Model

Sustainability Initiatives

Hat Trick Logistics, LLC is environmentally conscious and will incorporate processes, technologies and creativity in the work flow to achieve efficient and timely results as environmentally safe as possible. To that point, the entities of Hat Trick Logistics, LLC have employed the services of ERP Environ Services Inc., doing business as Parallel Products, in the past to properly dispose of alcohol products in their individual businesses and would consider the same in this new venture.

Parallel Products is a fully licensed distilled spirits plant and a bonded wine cellar producing ethyl alcohol for fuel and industrial uses. The process includes de-casing, crushing, liquid recovery for distillation, and recycling of packaging materials. Parallel Product has custom pricing available for any tax paid materials with tax drawbacks and/or in-bond material and provides all the necessary affidavits. The company is extremely price competitive and has past prior experience with the NHSLC and federal agencies.

- Environmentally-Conscious/cost-efficient unsalable product disposal
- Green technology that is good for environment and good for profitability
- T-5 Motion Sensor lights
- Potential 100kw Solar Array (capable of generating 115,000 KwHrs)
- LEED-focused warehouse upgrades and retrofits
- Energy Efficient Temperature controlled storage Room Economizers

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Value-added services to suppliers & consumers

- On-site Tasting Room for suppliers, licensees or consumers
- On-site close-out store for overstock and damaged items
- Education for licensees and consumers
- Special on-line ordering of low volume items
- Consumer Communication by mail, email or social media (Facebook)
- Office space for NHSLC or its designee

(END OF APPENDICES)

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SECTION IV: DOCUMENTS

Documents 1 through 4, below, respond to RFP Appendix A, Section A-3.

1. Certificate of Insurance (original and two copies)
2. Certificate of Authorization/Good Standing (original and two copies)
3. Certificate of Authority/Existence (original and two copies)
4. Warehouse License Application
5. Documentation evidencing that a surety can be furnished (RFP Sect. 1.9)
6. Copy of cashier's check (\$50,000) (RFP Appx. C, Sect. V. A.)
7. Signed statement on official letterhead agreeing to comply with all federal and state laws regarding Fair Employment Practice, the Patriot Act, Nondiscrimination, and all other applicable laws and regulations, including but not limited to those set forth in RFP Appendix M. (RFP Appx. C, Sect. V. B.)
8. Subcontractor W-9 Forms (RFP Appx. C, Sect. VI.)
9. Fire Protection Information (RFP Sect. 3.0.14)
10. Letter from Rowley Agency Re: Fiscal Year End Financial Information (RFP Sect. 1.5.8)
11. Detailed references from customers and others (RFP Sect. 4.4)
12. A. New Hampshire Distributors Warehouse Configuration (RFP Appx. C, Sect. III.)
B. Bellavance Beverage Warehouse Floorplan
C. Clarke Distributors Warehouse Sketch
13. Diagrams of Proposed Warehouse Layout (RFP Appx. C., Sect. II., A.)
14. Completed IRS Form W-9 for Hat Trick Logistics, LLC (RFP Appx. C, Sect. II, E.)
15. Intro to Voice Picking
16. June 4, 2012 letter from Roger A. Dieker of CBRE re: warehouse lease terms
17. Warehouse photographs



THE ROWLEY AGENCY INC.

INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 7, 2012

To: NH SLC Executive Committee/Craig W. Bulkley

From: Josef Ralbovsky
Licensed Insurance Broker
The Rowley Agency, Inc

Re: NH SLC Warehouse Vendor Reference

Dear Mr. Bulkley,

Please let this letter serve as notification that should Hat Trick Logistics, LLC., be awarded with the contract as the NH SLC Warehouse Vendor, The Rowley Agency, Inc – an insurance broker in the State of New Hampshire since 1966 - will be able to place required insurances necessary in with an insurance carrier authorized to write business in the State of New Hampshire. The policies will also name the State of New Hampshire as a Loss Payee:

Warehouseman's Liability: Up to \$5,000,000 for any one catastrophic loss.
General Liability \$250,000 per claim/\$2 million per Occurrence;
Property: All Risk Policy for 100% of acquisition costs; \$2,000,000 per occurrence.

Should you or anyone have any questions or concerns, please contact me at 800-238-3840 x 1629.

Sincerely,



Josef A. Ralbovsky
The Rowley Agency, Inc

New Hampshire Insurance License Number: 2031640
National Producer Number: 7924477



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To: NH SLC Executive Committee/Craig W. Bulkley

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Licensed Insurance Broker
The Rowley Agency, Inc

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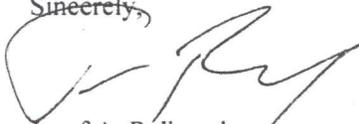
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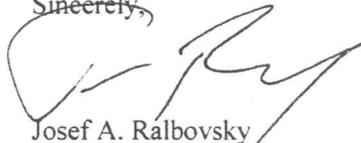
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Sincerely,



Josef A. Ralbovsky
The Rowley Agency, Inc

New Hampshire Insurance License Number: 2031640
National Producer Number: 7924477

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that HAT TRICK LOGISTICS, LLC is a New Hampshire limited liability company formed on May 30, 2012. I further certify that it is in good standing as far as this office is concerned, having paid the fees required by law; and that a certificate of cancellation has not been filed.



In TESTIMONY WHEREOF, I hereto
set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 5th day of June, A.D. 2012

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

State of New Hampshire
Department of State

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Department of State

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the Seal of the State of New Hampshire,
this 5th day of June, A.D. 2012

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

HAT TRICK LOGISTICS, LLC

Certificate as to Vote and Incumbency

The undersigned, Justin M. Boothby, hereby certifies that he is the duly qualified and acting Clerk of Hat Trick Logistics, LLC (the "LLC"), a New Hampshire limited liability company, and as such Clerk, he is familiar with the records of the LLC and is a proper party to execute this certificate.

The undersigned further certifies that the following is a true copy of the resolutions duly adopted by the members and managers of the LLC by unanimous written consent with an effective date of June 4, 2012, and that such resolutions have not been modified, amended or rescinded and are still in full force and effect as of this date:

VOTED: That the LLC is authorized to complete and submit that certain Request for Proposal 2012-14, title "Warehouse Service for Wine and Spirits and Related Products" dated March 28, 2012, issued by the New Hampshire State Liquor Commission (the "RFP").

FURTHER
VOTED: That each of the Managers, acting individually, be and hereby is authorized in the name and on behalf of the LLC to do such acts and take such actions in furtherance of the RFP submission as each such Manager shall deem necessary or appropriate, including, without limitation: (i) completing and executing the RFP, (ii) committing the LLC to such obligations as are necessary or appropriate if the LLC is ultimately awarded the contract that is the subject of the RFP, and (iii) engaging such professionals, consultants and the like as are necessary or convenient to the submission of the RFP.

FURTHER
VOTED: That Justin M. Boothby and Peter F. Burger are each authorized, acting singly, to execute a clerk's certificate certifying the votes contained herein, incumbency and any other matters to such person, state agencies or the like as are necessary or convenient in conjunction with the RFP submission.

The undersigned further certifies that Christopher A. Brown is a Manager of the LLC and, pursuant to the foregoing votes, is authorized to execute the RFP submission on behalf of the LLC.

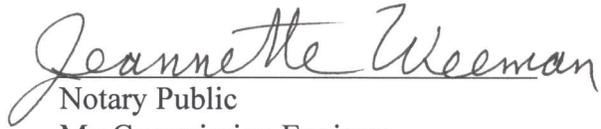
[Signature Page Follows]

Executed this 5th day of June, 2012.


Justin M. Boothby, Clerk

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

The foregoing instrument was acknowledged before me this 5th day of June, 2012 by Justin M. Boothby, Clerk of Hat Trick Logistics, LLC, a New Hampshire limited liability company, on behalf of the limited liability company.


Notary Public

My Commission Expires **JEANNETTE M. WEEMAN, Notary Public**
My Commission Expires March 10, 2015

889457_1

HAT TRICK LOGISTICS, LLC

Certificate as to Vote and Incumbency

The undersigned, Justin M. Boothby, hereby certifies that he is the duly qualified and acting Clerk of Hat Trick Logistics, LLC (the "LLC"), a New Hampshire limited liability company, and as such Clerk, he is familiar with the records of the LLC and is a proper party to execute this certificate.

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FURTHER

VOTED: That each of the Managers, acting individually, be and hereby is authorized in the name and on behalf of the LLC to do such acts and take such actions in furtherance of the RFP submission as each such Manager shall deem necessary or appropriate, including, without limitation: (i) completing and executing the RFP, (ii) committing the LLC to such obligations as are necessary or appropriate if the LLC is ultimately awarded the contract that is the subject of the RFP, and (iii) engaging such professionals, consultants and the like as are necessary or convenient to the submission of the RFP.

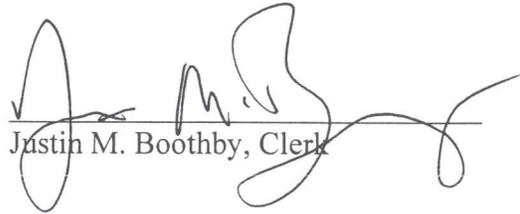
FURTHER

VOTED: That Justin M. Boothby and Peter F. Burger are each authorized, acting singly, to execute a clerk's certificate certifying the votes contained herein, incumbency and any other matters to such person, state agencies or the like as are necessary or convenient in conjunction with the RFP submission.

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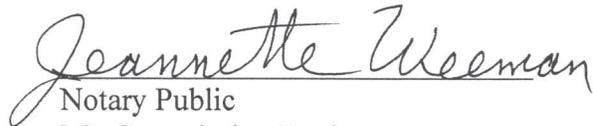
[Signature Page Follows]

Executed this 5th day of June, 2012.


Justin M. Boothby, Clerk

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

The foregoing instrument was acknowledged before me this 5th day of June, 2012 by Justin M. Boothby, Clerk of Hat Trick Logistics, LLC, a New Hampshire limited liability company, on behalf of the limited liability company.


Notary Public

My Commission Expires **JEANNETTE M. WEEMAN, Notary Public**
My Commission Expires March 10, 2015

889457_1

HAT TRICK LOGISTICS, LLC

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FURTHER

VOTED: That each of the Managers, acting individually, be and hereby is authorized in the name and on behalf of the LLC to do such acts and take such actions in furtherance of the RFP submission as each such Manager shall deem necessary or appropriate, including, without limitation: (i) completing and executing the RFP, (ii) committing the LLC to such obligations as are necessary or appropriate if the LLC is ultimately awarded the contract that is the subject of the RFP, and (iii) engaging such professionals, consultants and the like as are necessary or convenient to the submission of the RFP.

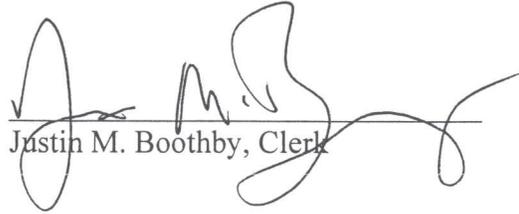
FURTHER

VOTED: That Justin M. Boothby and Peter F. Burger are each authorized, acting singly, to execute a clerk's certificate certifying the votes contained herein, incumbency and any other matters to such person, state agencies or the like as are necessary or convenient in conjunction with the RFP submission.

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[Signature Page Follows]

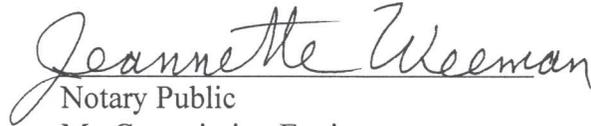
Executed this 5th day of June, 2012.



Justin M. Boothby, Clerk

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

The foregoing instrument was acknowledged before me this 5th day of June, 2012 by Justin M. Boothby, Clerk of Hat Trick Logistics, LLC, a New Hampshire limited liability company, on behalf of the limited liability company.



Jeannette Weeman

Notary Public

My Commission Expires

JEANNETTE M. WEEMAN, Notary Public
My Commission Expires March 10, 2015

889457_1



LICENSE APPLICATION

New Hampshire State Liquor Commission
Division of Enforcement
P.O. Box 1795
Concord, New Hampshire 03302-1795
Telephone (603) 271-3521



License # 172012	S.P.I. 05/29/2012	License Type LIQUOR/WINE/BEVERAGE WAREHOUSE OFF-PREMISES BEVERAGE/WINE/LIQUOR	From To	Fee
Mailing Address HAT TRICK LOGISTICS LLC PO BOX 267 CONCORD NH 03301		Trade Name Address HAT TRICK LOGISTICS LLC HAT TRICK LOGISTICS 59 DWH MERRIMACK NH 03054		

C 1

LLC

Business Phone Number:
6034101824

Charter State:
NH

CHRISTOPHER BROWN MEMBER 9 SHENANDOAH DR CONCORD NH 03301 JOSEPH BELLAVANCE, IV MEMBER 44 RAYMOND ST NASHUA NH 03064 RICHARD CLARKE MEMBER 32 SALISBURY RD KEENE NH 03431
Ownership Data: Verify names, addresses, dates of birth, and titles of all partners, corporate officers, or members managers of a Limited Liability Company. Any changes to Corporate officers listed; list on back and record new information. Include the minutes of Corporate meeting at which changes were made and attach affidavits for any new officers. And further, that all individuals, partners, corporate officers, or members managers of a Limited Liability Company are at least 21 years old, citizens of the United States or meet the requirements of RSA178: 24 II and are free of felony convictions.

By signing this application, I acknowledge for **HAT TRICK LOGISTICS**, License # **172012** Date: **June 1, 2012**
that all information below is true and correct. Answer all questions below and make any changes where applicable:

Warehouse License:

1. If applying for a liquor/wine/beverage warehouse license, the applicant shall maintain a bonded warehouse in NH pursuant to RSA 348:1, that this license only entitles the applicant to receive, warehouse, and ship liquor, wine, or beverage, that the applicant has no authority to sell any alcohol stored on his premise, that all stored alcohol shall be separated in such a manner that the Commission may determine ownership of the alcohol, that reports shall be submitted to the Commission as required, that the business records of the applicant shall be available Commission for inspection, and that additional fees for transportation of alcohol to the Commission warehouses shall be borne by the warehouse or owner of the alcohol.
2. The applicant shall meet all requirements of Liq 706.04 & 707.02.

Email: cbrown@nhdist.com

Initial License Applicants Only If corporation, LLC or Partnership, what state chartered in? N.H.

FOR ALL LICENSES:

Attach a list of all persons who have any interest or control in the licensed business or the licensed premises. Detail for each person the interest or control. If the applicant has previously held a NH liquor license(s) list each license held. List any business interests of the applicant in any other business involving alcohol.

ANSWER ALL QUESTIONS BELOW, WHERE APPLICABLE:

If the LLC, Partnership, or Corporation is chartered outside NH, is it registered with the NH Secretary of State? YES NO

If the individual, or all partners, all officers and directors of the corporation, or members of the LLC are NOT over twenty- one years of age, citizens of the U.S. and free of felony conviction, explain: _____

Applicant: (check one) Owns Leases Rents the premises

If owner, property subject to mortgage YES NO

If YES, with who? _____ and, how much? _____

If applicant leases or rents, name and address of owner of premises: _____

<u>59 DW HIGHWAY</u>	<u>CONCORD</u>	<u>NH</u>	<u>03301</u>
STREET	CITY	STATE	ZIP

Has the person/corporate officer/manager, member of LLC or partners listed on this application ever held a liquor license issued by the NH Liquor Commission, in the capacity - person/corporate officer/manager, member of LLC/or partners? YES NO

If yes, when? CURRENT Has applicant ever been denied a license? YES NO If yes, when? _____

INCOMPLETE APPLICATIONS WILL BE RETURNED UN-PROCESSED

APPLICANT'S CERTIFICATION: By signing the application I agree to abide by the applicable provisions of Title XIII and Administrative Rules of the NH Liquor Commission. I certify further that I am in compliance all other agencies by having ALL current permits and certificates applicable to my license. I certify and affirm that this application is made with the knowledge that it is subject to the penalties of unsworn falsification described in Chapter RSA 641:3. I hereby declare that all answers herein above contained are true and correct, and I shall notify the Commission of any change of status which would necessitate a change or modification of any of the answers to any questions or supporting documentation within 30 days of such change.

FEES: Fee is subject to change if not received by the Liquor Commission before the end of the effective month or if any of the above information should change, or, if not received by the Liquor commission before the end of the license effective date, or, if license fee can not be determined until we have received your date of sole proprietorship, partnership, incorporation or the date of formation of your Limited Liability Company.

Fee must be included with original application. Renewal applications are due 30 days prior to expiration of current license.

In addition, I understand that should an investigation disclose any misrepresentations or falsifications, my application will be rejected and any license issued to me by the State of New Hampshire Liquor Commission will be revoked.

If Sole Proprietor, applicant **must** sign _____
Applicable Signature

If Partnership, **ALL** partners **must** sign _____
Applicable Signature

If LLC, **ALL** members or the LLC manager **must** sign. Joseph A. Bell
Applicable Signature

If Corporation, corporate officer **must** sign. _____
Applicable Signature

EXPLANATION FOR LLC DOCUMENTS

1. **OWNERSHIP OF PREMISE:** *MUST BE IN LLC NAME*- A copy of the warranty deed or a lease agreement showing that you have the right to occupy the premise and are in control of the premises.
 2. **BILL OF SALE OR LEASE FOR THE FURNITURE, FIXTURES AND EQUIPMENT:** *MUST BE IN LLC NAME*
Unless already stated in the above document, will need a document stating you either own or are leasing/renting the furniture fixtures and equipment.
 3. **CIGAR BAR: BILL OF SALE FOR HUMIDOR:** *MUST BE IN LLC NAME*- Need a Bill of Sale for the Humidor.
 4. **IF AN ON-PREMISE LICENSEE AND YOU HAVE A DRAFT SYSTEM:** *MUST BE IN LLC NAME* Will need a copy of the bill of sale with a \$\$ amount or lease for the draft System.
 5. **IF YOU ARE BUYING AN ALREADY LICENSED ESTABLISHMENT AND THERE IS ALCOHOL:** *MUST BE IN LLC NAME* Will need a bill of sale with a \$\$ amount along with a complete inventory of the stock by brand and type.
 6. **IF AN ON-PREMISE LICENSE:** *MUST BE IN LLC NAME* Must have a permit of assembly showing the seating capacity allowed by the local fire department.
 7. **IF AN ON-PREMISE LICENSE:** *MUST BE IN LLC NAME* Must have a food certification permit from the local or state health agency or a grading sheet totaling a score of at least 70 or above.
 8. **CERTIFICATE OF REGISTERED TRADE NAME FROM THE SECRETARY OF STATES OFFICE:** *MUST BE ISSUED TO LLC*
– Example: 123 Main St LLC –(DBA My Place On Main St –shows it is registered to the LLC)
 9. **NOTARIZED AFFIDAVIT FOR ALL MEMBERS AND LLC MANAGERS:** **attached.**
 10. **IF APPOINTING A MANAGER FOR THE ESTABLISHMENT:** *MUST HAVE A LETTER FROM THE LLC*- appointing person as manager and attach an affidavit for the manager and or persons in charge.
 11. **COPY OF THE CERTIFICATE FOR MTS TRAINING:** (if attended prior to getting license) must be either manager or LLC Member /LLC manager.
 12. **DESIGNEE NOTIFICATION FOR MTS TRAINING FILLED OUT AND SIGNED BY LLC MEMBERS OR LLC MANAGER**
Attached.
 13. **IF AN ON-PREMISE RESTAURANT LICENSE:** We must have a copy of your menu.
 14. **TOWN APPROVAL:** Need letter from town stating they have no objection to you having a liquor license at this address (only need if within 15 days of submitting your request for application to us). Additional permits (In the city/town of Salem, Manchester, or Bedford must have a license issued by city/town for operation on Sunday, in the town of Hudson must have a permit from the town of Hudson).
 15. **IF COMBINATION LICENSE:** Must have proof of \$3,000.00 wholesale grocery stock available to the public and it must include milk (including dairy), bread, meat, (vegetables, fruits- canned or fresh), cereal and snack food (soda, juice, water, candy, ice cream, pastries, chips, etc.)
 16. **IF ON-PREMISE LICENSE WANTING ENTERTAINMENT:** Letter from town stating they have no objections to you having entertainment at your establishment.
 17. **IF THERE WAS A PREVIOUS LICENSE PRIOR TO YOU:** Need previous license, copy of previous license, or trade name and license number of previous license.
- LLC DOCUMENTS:**
18. **CERTIFICATE OF FORMATION WITH ALL ADDENDUMS ATTACHED:** What you filled out for your LLC and sent to NH Secretary of State – they will send it back with stamp on upper right corner.
 19. **CERTIFICATE OF GOOD STANDING SECRETARY OF STATE ISSUED WITHING LAST 12 MONTHS:** Go to Secretary of State's website "NH.GOV/SOS" and print this off from the page with your information.
 20. **CERTIFICATE OF AUTHORITY FROM NH SECRETARY OF STATE'S OFFICE:** ONLY IF YOUR LLC IS NOT A NH LLC.
 21. **LLC OPERATING AGREEMENT:** If you do not have one, you can go online and google LLC operating agreement, print out, fill it out and sign it.
 22. **CONSENT OF ALL MEMBERS:** This is document stating your LLC was formed on the formation date and the following are the LLC members/ LLC managers – include full name, date of birth, place of birth, legal address and title of each person.
 23. **IF SOMEONE OTHER THAN LLC MEMBER OR LLC MANAGER WILL BE SIGNING THE APPLICATION:** must have notarized original power of attorney and affidavit for person with power of attorney



**State of New Hampshire
Liquor Commission
Division of Enforcement & Licensing**



LIMITED LIABILITY COMPANY – CHECKLIST FOR DOCUMENTS NEEDED

Liquor License Applicant Checklist of Documents Required for Licensing

RSA 178:3 requires specific details for the qualification of the issuance of a NH Liquor License. As a Liquor License Applicant, **you must provide copies of the following documents** for consideration of licensure. The liquor license is issued by the NHSLC and all documents are retained at the Enforcement Office of the NHSLC in Concord, NH.

ALL DOCUMENTS MUST APPEAR IN THE LLC APPLICANT'S NAME

EIN# _____

1.	<input checked="" type="checkbox"/>	Ownership of Premise: Warranty Deed, Lease agreement to the LLC	On or Off Premise
2.	<input checked="" type="checkbox"/>	Bill of Sale/Lease: Furniture, Fixtures, and Equipment to the LLC	On or Off Premise
3.	<input type="checkbox"/>	Cigar Bar: Bill of Sale for Humidor – To The LLC	On Premise
4.	<input type="checkbox"/>	Bill of Sale/Lease: Draft System to the LLC	On Premise
5.	<input type="checkbox"/>	Bill of Sale: Alcoholic Beverages w/a complete Inventory of Stock to LLC	On or Off Premise
6.	<input type="checkbox"/>	Permit of Assembly: Contact the Local Fire Department – To the LLC	On Premise
7.	<input type="checkbox"/>	Food Service Permit: Contact the Local or State Health Agency – To the LLC	On Premise
8.	<input type="checkbox"/>	Certificate of Registered Trade Name: NH Secy of State (603)271-3242-To LLC	On or Off Premise
9.	<input checked="" type="checkbox"/>	Notarized Affidavit: For ea. Member/Manager LLC Shareholder (5% or More) (section 5 MUST be initialed by affiant & notarized)	On or Off Premise
10.	<input type="checkbox"/>	Letter of Managerial Appts w/supporting affidavits or affidavits for Person in Charge	On or Off Premise
11.	<input type="checkbox"/>	Certificate of Management Training Seminar (MTS)	On or Off Premise
12.	<input type="checkbox"/>	Designee Notification for MTS Training	On or Off Premise
13.	<input type="checkbox"/>	Menu (Restaurant licenses only)	On Premise
14.	<input type="checkbox"/>	a. TOWN APPROVAL <input type="checkbox"/> letter of approval <input type="checkbox"/> 15 days-no letter <input type="checkbox"/> Objection b. Business license (Salem, Manchester, and Bedford) Special Permits (Hudson PD)	On or Off Premise
15.	<input type="checkbox"/>	Proof of \$3,000 Wholesale Grocery stock available to public (combination licenses only) 7 Items: Meat, Vegetables, Fruit, Dairy (Milk), Bread, Cereal, Snack Food	Off Premise
16.	<input type="checkbox"/>	Entertainment approval from the Town	On Premise
17.	<input type="checkbox"/>	Previous License	On or Off Premise

LIMITED LIABILITY COMPANY DOCUMENTATION

18.	<input checked="" type="checkbox"/>	Certificate of Formation with all addendums attached
19.	<input checked="" type="checkbox"/>	Certificate of Good Standing issued within the last 12 months
20.	<input type="checkbox"/>	Certificate of Authority if non-NH LLC
21.	<input checked="" type="checkbox"/>	LLC Operating Agreement
22.	<input checked="" type="checkbox"/>	Consent of All members and/or appointments of LLC Manager, (Full Name, DOB, POB, Legal Address)
24.	<input type="checkbox"/>	Notarized Original Power of Attorney and Original Affidavit – for any person or lawyer

Signature Licensing Specialist/Investigator

Date

Call 271-3521 when establishment is ready for investigator inspection. Following inspection, call for licensing appointment, a COPY of ALL check documentation shall be provided for the final appointment.



**State of New Hampshire
Liquor Commission
Division of Enforcement & Licensing**



AFFIDAVIT

This affidavit is filed with the Liquor Commission's Division of Enforcement & Licensing in support of my *ownership, management control, employment by a business licensed, or applying for* a license to sell alcoholic beverages and tobacco under Chapter 178 of the Revised Statutes Annotated.

I, CHRISTOPHER A. BROWN being duly sworn do depose and say:
(Print Name)

1. **Business Trade Name:** HAT TRICK LOGISTICS LLC **Liquor Lic#** 172012
Address 59 DW HIGHWAY MERRIMACK NH 03054
 (No. - Street) (City / Town) (State) (Zip)
Mailing Address PO BOX 267 CONCORD NH 03301
 (No. - Street) (City / Town) (State) (Zip)
 2. I live at: 9 Shenandoah DR CONCORD NH 03301
 (No. - Street) (City / Town) (State) (Zip)
 3. I was born in CONCORD NH on 10/14/70 41
 (POB: i.e. State, or Province if Canada, Country if foreign) (Date of Birth) (Age)
 Home phone 603-235-3101 Male Female Race WHITE Soc. Sec # 002-563645

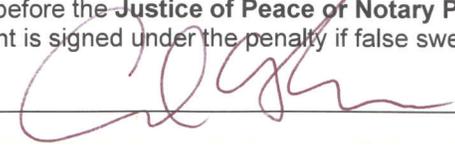
4. I am I am not a citizen of the United States
 If not a citizen, R.A. Document # or other Identification submitted _____

5. I have never been convicted of a felony, or any offense that would be classified as a felony had it been committed with the State of New Hampshire, by any state in the United States, the United States government, or any other jurisdiction. I understand RSA 178:4 & RSA 179:23, IV, prohibit convicted felons from holding a license to sell alcohol or assuming control of licensed premise. By signing this affidavit I hereby authorize and give consent to the Division of Enforcement & Licensing to inquire and examine all records of my conviction(s), if any, using all investigative methods available to them. This authorization is given to support or to contradict my declaration that I have not been convicted of a felony crime. (AFFIANT INITIAL HERE)

6. I am filing this document in support of my employment as a
 Corporate Officer POA Person in Charge
 Partner LLC Member Proprietor
 LLC Manager Manager Title/Position _____

RSA 179:23, IV requires the licensee to designate one or more people to be in charge of the premise in the licensee' absence.

7. I swear before the **Justice of Peace or Notary Public** that this information is **true and accurate**, and that this document is signed under the penalty if false swearing (RSA 641:2)

Signature  Date 6/6/12

County SS. _____ Date: _____

Personally appeared before me Christopher A Brown known to be the person who executed and made oath that the same is true. (Affiant Name)

SEAL 
 Justice of Peace / Notary Public
 Comm Expires 2/4/14 8/2006



THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 4, 2012

New Hampshire State Liquor Commission
PO Box 503
Concord, NH 03302

**Re: Hat Trick Logistics, LLC
Concord, NH**

Dear Sirs:

This letter confirms that Hat Trick Logistics, LLC. is a highly regarded and valued bonding client of The Rowley Agency, Inc. Hat Trick Logistics, LLC owners' have developed a long and successful track record in the storage and distribution of wine, spirits and related products. They have a considerable combined financial strength and The Rowley Agency anticipates being able to support the bond needs outlined in the RFP 2012 – 14 “Warehouse Services for Wine and Spirits and Related Products”.

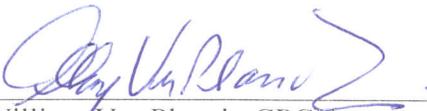
As is customary within the Surety industry, approval of any bid or final bonds will be contingent upon a favorable underwriting review, to include, but not limited to a satisfactory review of contract documents and bond forms.

Please feel free to contact me if you have any questions.

Sincerely,

THE ROWLEY AGENCY, INC.

By: _____


William Ver Planck, CPCU
Vice President/Bond Manager

0135



THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 4, 2012

New Hampshire State Liquor Commission
PO Box 503
Concord, NH 03302

**Re: Hat Trick Logistics, LLC
Concord, NH**

Dear Sirs:

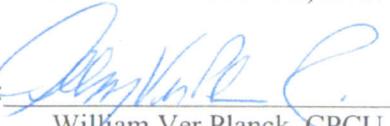
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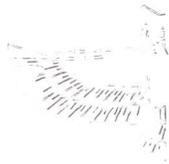
Sincerely,

THE ROWLEY AGENCY, INC.

By: 

William Ver Planck, CPCU
Vice President/Bond Manager

0136



THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 4, 2012

New Hampshire State Liquor Commission
PO Box 503
Concord, NH 03302

**Re: Hat Trick Logistics, LLC
Concord, NH**

Dear Sirs:

This letter confirms that Hat Trick Logistics, LLC. is a highly regarded and valued bonding client of The Rowley Agency, Inc. Hat Trick Logistics, LLC owners' have developed a long and successful track record in the storage and distribution of wine, spirits and related products. They have a considerable combined financial strength and The Rowley Agency anticipates being able to support the bond needs outlined in the RFP 2012 – 14 “Warehouse Services for Wine and Spirits and Related Products”.

As is customary within the Surety industry, approval of any bid or final bonds will be contingent upon a favorable underwriting review, to include, but not limited to a satisfactory review of contract documents and bond forms.

Please feel free to contact me if you have any questions.

Sincerely,

THE ROWLEY AGENCY, INC.

By: 

William Ver Planck, CPCU
Vice President/Bond Manager

0137



THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 4, 2012

New Hampshire State Liquor Commission
PO Box 503
Concord, NH 03302

**Re: Hat Trick Logistics, LLC
Concord, NH**

Dear Sirs:

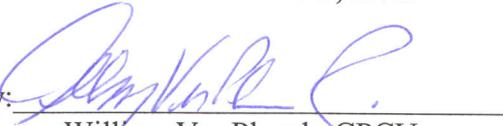
This letter confirms that Hat Trick Logistics, LLC. is a highly regarded and valued bonding client of The Rowley Agency, Inc. Hat Trick Logistics, LLC owners' have developed a long and successful track record in the storage and distribution of wine, spirits and related products. They have a considerable combined financial strength and The Rowley Agency anticipates being able to support the bond needs outlined in the RFP 2012 – 14 “Warehouse Services for Wine and Spirits and Related Products”.

As is customary within the Surety industry, approval of any bid or final bonds will be contingent upon a favorable underwriting review, to include, but not limited to a satisfactory review of contract documents and bond forms.

Please feel free to contact me if you have any questions.

Sincerely,

THE ROWLEY AGENCY, INC.

By: 

William Ver Planck, CPCU
Vice President/Bond Manager

0138

OFFICIAL CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

 Citizens Bank

511595552-7

057-0012
0115

June 06, 2012

\$50,000.00 DOLLARS

PAY

TO THE ORDER OF **NH State Liquor Commission**



Drawer: RBS Citizens, N.A.
Citizens Bank is a division of RBS Citizens, N.A.

[Handwritten Signature]
AUTHORIZED SIGNATURE

MP

⑈511595552⑈ ⑆011500120⑆

20752164⑈

HAT • TRICK • LOGISTICS, • LLC

PO BOX 267, CONCORD, NEW HAMPSHIRE 03301

June 5, 2012

Mr. Craig W. Bulkley, Director
Division of Administration
NH State Liquor Commission
PO Box 503
Concord, NH 03302-0503

Dear Mr. Bulkley:

This letter indicates the intention of Hat Trick Logistics, LLC to comply with all federal and state laws regarding Fair Employment Practice, the Patriot Act, Nondiscrimination and all other applicable laws and regulations, including, but not limited to those set forth in NHSLC RFP 2012-14, Appendix M.

I thank you in advance for your assistance.



Christopher A. Brown
Hat Trick Logistics, LLC

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) ADT SECURITY SERVICES, INC.	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.) 18 CLINTON DRIVE	Requester's name and address (optional)
	City, state, and ZIP code HOLLIS, NH 03049	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									
5	8	-	1	8	1	4	1	0	2

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).

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 on page 4.

Sign Here	Signature of U.S. person ▶ <i>Alicia Sanchez</i>	Date ▶ <i>5-30-12</i>
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General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Request for Taxpayer Identification Number and Certification

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
One Source Security & Automation, Inc.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
 Individual/sole proprietor C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Exempt payee

Other (see instructions) ▶ _____

Address (number, street, and apt. or suite no.)
446 D.W. Hwy

City, state, and ZIP code
Merrimack, NH 03054

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 the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								

Employer identification number								
0	2	-	0	4	7	7	0	5

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below).

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 on page 4.

Sign Here Signature of U.S. person ▶

Date ▶ **5-30-12**

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

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Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) Century Mechanical, Inc.	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input checked="" type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.) PO Box 2230	Requester's name and address (optional)
	City, state, and ZIP code Concord, NH 03302-2230	List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number								
0	4	-	3	3	8	2	5	07

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).

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 on page 4.

Sign Here Signature of U.S. person ▶ *Carolyn Deep* Date ▶ *6/4/12*

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) Crown Equipment Corporation	
	Business name/disregarded entity name, if different from above Crown Lift Trucks	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
Address (number, street, and apt. or suite no.) 44 South Washington Street		Requester's name and address (optional)
City, state, and ZIP code New Bremen, OH 45869-1247		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)	
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.	Social security number <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	Employer identification number <div style="border: 1px solid black; padding: 2px;">34-4412691</div>

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).	
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 on page 4.	

Sign Here	Signature of U.S. person ▶	Date ▶ 5/31/12
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<h3>General Instructions</h3> <p>Section references are to the Internal Revenue Code unless otherwise noted.</p> <h3>Purpose of Form</h3> <p>A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.</p> <p>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:</p> <ol style="list-style-type: none"> 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income. 	<p>Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.</p> <p>Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:</p> <ul style="list-style-type: none"> • An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7). <p>Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.</p>
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Request for Taxpayer Identification Number and Certification

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) Vermont Information Processing, Inc.	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.) 402 Watertower Circle	Requester's name and address (optional)
City, state, and ZIP code Colchester, VT 05446	
List account number(s) here (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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
:
:
or
Employer identification number
03 : 0231253

Part II Certification

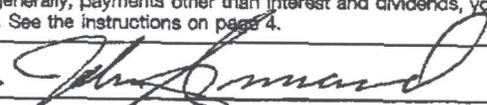
Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below).

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 on page 4.

Sign Here

Signature of U.S. person ▶



Date ▶

6/29/11

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) CONTROL TECHNOLOGIES	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.) 70 ZACHARY Rd	Requester's name and address (optional)
City, state, and ZIP code MANCHESTER NH 03109		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table>					<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table>				

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table>					<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> <td style="width: 25%;"></td> </tr> </table>				

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).

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 on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶ 2/7/12
------------------	----------------------------	----------------------

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

59 Daniel Webster Highway Sprinkler estimates per NFPR 13 2007 edition

Warehouse A – (0.35 gpm/sf over most remote 2000 sf)

- Solid piles: Class 1 through 3 commodities stored in solid piles to a maximum height of 22' and Class 4 commodities to a height of 19'
- Rack storage: Class 1 to a maximum of 21', Class 2 to a maximum of 19', Class 3 to a maximum of 17' and Class 4 to a maximum of 15'
- Group A plastics: Solid piles up to 5'
- Wood pallet storage: Up to 6' and no more than 4 stacks together with an 8' clearance on all sides.

Warehouse B (0.75 gpm/sf & 0.50 gpm/sf over most remote 2000 sf)

- Solid piles: Class 1 through 4 commodities stored in solid piles to a maximum height of 22'.
- Rack storage: Class 1 & 2 commodities up to 22', Class 3 up to 20' and Class 4 commodities up to 18'.
- Group A plastics: Solid piles up to 15'.
- Wood pallet storage: Up to 6' and no more than 4 stacks together with an 8' clearance on all sides.

Warehouse C - ESFR

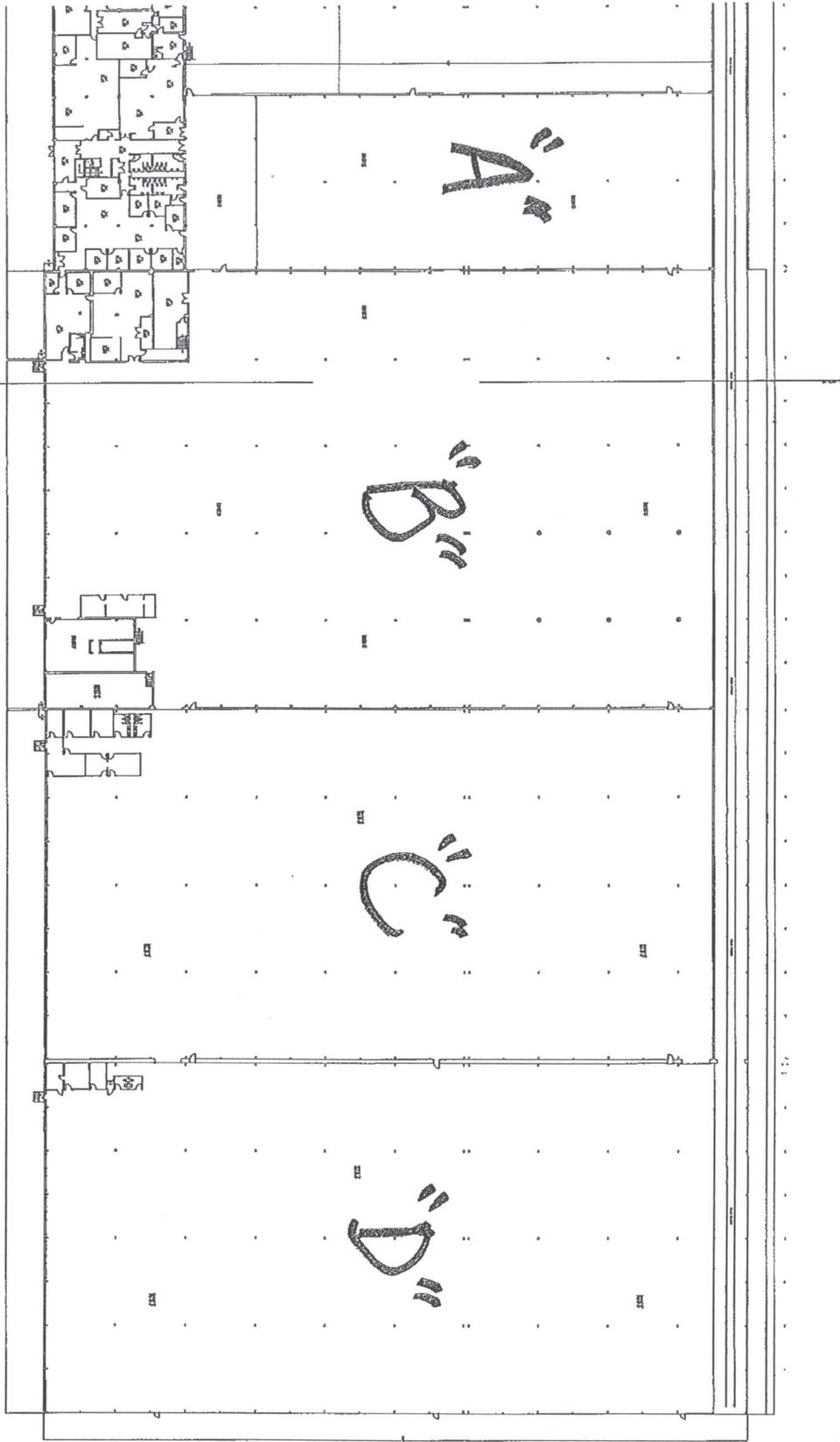
- Solid piles: Class 1 through 4 commodities in solid piles to a maximum height of 31'.
- Open Rack storage: Class 1 through 4 commodities to a maximum height of 31'.
- Group A plastics: Solid piles up to 31'.
- Wood pallet storage: Up to 31' on floor or open racks.

Warehouse D (0.73 gpm/SF over most remote 2000 SF)

- Solid piles: Class 1 through 4 commodities in solid piles to a maximum height of 30'.
- Rack storage: Class 1 through 4 commodities to a maximum height of 25'.
- Group A plastics: Solid piles up to 15'.
- Wood pallet storage: Up to 31' and no more than 4 stacks together with an 8' clearance on all sides.

Confirm information with your licensed expert.

EXISTING FIRST FLOOR PLAN





THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS

...an Assurex Global Partner

June 5, 2012

New Hampshire State Liquor Commission
PO Box 503
Concord, NH 03302

RE: Hat Trick Logistics, LLC
Financial Stability & Capacity
RFP 2012 -2014
Warehouse Services for Wine & Spirits and Related Products

Dear Sirs:

This letter will attest to the fact that Hat Trick Logistics LLC and its owners have supplied The Rowley Agency with their current Fiscal Year End Financial information in our capacity as their bonding agency.

Our analysis of the combined financial strength of the Hat Trick Logistics LLC participants evidences an entity that is more than strong enough to offer the State of NH the financial stability and capacity to fund the proposed operation described in the captioned RFP.

Please feel free to contact me if you have any questions.

Sincerely,

THE ROWLEY AGENCY, INC.

By: 

William Ver Planck, CPCU
Vice President/Bond Manager

0149



EXECUTIVE OFFICES
875 EAST STREET
TEWKSBURY, MASSACHUSETTS 01876-1495
978-851-8000

June 6, 2012

Mr. Craig W. Bulkley
Director - Division of Administration
NH State Liquor Commission
PO Box 503
Concord, NH 03302-0503

Re: NHSLC Warehouse Vendor Reference

Dear Mr. Bulkley,

I have been asked to provide a letter of reference on behalf of Bellavance Beverage, Clarke Distributors and New Hampshire Distributors as it relates to the NHSLC Warehouse contract. Demoulas Super Markets Inc. has worked with each one of these distributors over many years, with each distributor providing quality service and complete follow-through with all aspects of our business. Execution at store level has always been a top priority; communication is also a valued attribute that we constantly rely for our continued success.

Each of these distributors has shown to be a valuable asset to our company, giving Demoulas Super Markets Inc. the ability to provide a very high level of service and value to our consumers.

Sincerely,

Jim Lacourse
Demoulas Super Markets Inc.

JJL/mmm



Les Grands Chais de France
1 rue de la Division Leclerc
67290 Petersbach - France

Monday 4th of June, 2012

New Hampshire State Liquor Commission
Executive Committee Chairman
Craig W. Bulkley

Subject :

New Hampshire State Liquor Commission Warehouse Vendor Letter of Reference

Dear Mr. Bulkley,

The Clarke Family has requested that we write a letter of reference on its behalf as it relates to the New Hampshire State Liquor Commission Warehouse Vendor Contract.

Les Grands Chais de France (GCF) considers the Clarke Companies to be a very valuable business partner in GCF's United States wine business. GCF is a well-known, growing and competitive global company that partners with the best people we can find around the world.

The Clarke Companies understand how important its role is in the U.S. to GCF achieving its sales and profit goals. The wine business is very competitive and without experienced and savvy partners working hard on our behalf, we cannot succeed. Based on our experience with the Clarke Family, we recommend you consider contracting with them for your warehousing needs.

Please feel free to contact me directly if you need further feedback and perspective on this reference.

Sincerely,

Guillaume Lacheteau, Export Manager USA

May 31, 2012

To: NHSLC Executive Committee/Craig W. Bulkley

From: Stephen DiCarlo, Division Vice President Sales, New England (Deutsch Family Wine & Spirits)

Re: NHSLC Warehouse Vendor Reference

Dear Mr. Bulkley,

The Clarke Family has asked me to write a reference on their behalf as it relates to the NHSLC Warehouse Vendor Contract. Deutsch Family W&S considers the Clarke Companies to be very valuable business partners in the sales and distribution of our wine products in the full state of Vermont. Deutsch Family W&S is a well-known, competitive global company that expects extremely high level execution from its business partners to ensure that we exceed our business goals and objectives.

The Clarke Companies understand how important every phase of the supply chain is to maximizing sales and profits. This includes the storage and warehousing of our wine products. Clarke's attention to every detail as it relates to ordering, receiving, storing, securing, loading and delivering our product ensures our customer's experience is positive.

This lifelong New Hampshire family business deserves your serious consideration as a warehousing partner for the State of New Hampshire's Wine and Liquor business. Please feel free to contact me directly if you need further feedback and perspective on this reference.

Sincerely,

STEPHEN DICARLO
DIVISION VICE PRESIDENT SALES, NEW ENGLAND



OFFICE # (860) 343-0919 CELL # (860) 306-4612
www.deutschfamily.com

GREATER CONCORD
CHAMBER OF COMMERCE



June 4, 2012

Craig W. Bulkey
NH State Liquor Commission
50 Storrs St. PO Box 503
Concord NH 03302-0503

Dear Commissioner Bulkey:

On behalf of the Greater Concord Chamber of Commerce, I write this letter in support of the proposal from New Hampshire Distributors to provide warehousing services to the NH State Liquor Commission.

New Hampshire Distributors is a 3rd generation family owned NH business with an outstanding track record as a corporate citizen. The organization has been recognized numerous times for excellence both within their industry and for their commitment to community. Family members have deep roots in New Hampshire. First generation principle James Hayes served as NH State Police Commissioner and his son, second generation principle Robert Hayes served on the Governor's Executive Council.

Current President and owner Chris Brown is active in numerous area community organizations. He has shown a unique talent for creating and implementing very successful events that benefit worthy causes. These include the Black Ice Pond Hockey Tournament benefitting Concord Parks and Recreation, and the Taste of Concord benefitting the Concord Boys and Girls Club.

New Hampshire Distributors runs a state of the art, first class distributorship that is capable of providing outstanding services to the NH Liquor Commission. I sincerely hope that you will give this New Hampshire business every consideration.

Sincerely,

Timothy G. Sink, CCE
President



THE ROWLEY AGENCY INC.
INSURANCE • BONDS • BENEFITS
...an Assurex Global Partner

June 7, 2012

TO: Craig W. Bulkley
NH SLC Executive Committee

FROM: Gary M. Stevens
President

RE: NH SLC Warehouse Reference

Dear Mr. Bulkley,

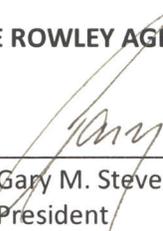
It is with distinct pleasure and honor that I recommend New Hampshire Distributors, Inc. in their bid to obtain the contract as the NH SLC Warehouse Vendor. The Rowley Agency, Inc. has been in business since 1966, is locally owned and has been fortunate enough to be a great business partner with New Hampshire Distributors for over 20 years, servicing their Risk Management, Commercial Insurance and Bonding needs.

New Hampshire Distributors, Inc. continually proves to the community, and to their business partners, the highest level of integrity, efficiency and professionalism by which we all should strive. From a risk standpoint, they have never had a warehousing, storage or theft claim while doing business with The Rowley Agency, Inc. Furthermore, their bonding record is impeccable. In a sometimes volatile market, they have been the model of consistency, both with their business and their philanthropic efforts in the Concord Region. New Hampshire Distributors attention to every detail as it relates to ordering, receiving, storing, securing, loading and delivering product should lead to a very long relationship with the NH SLC as their Warehouse Vendor.

This New Hampshire family business certainly deserves every consideration as a warehousing partner for the State of New Hampshire's Wine and Liquor business. Please feel free to contact me at any time should you need any additional information.

Sincerely,

THE ROWLEY AGENCY, INC.

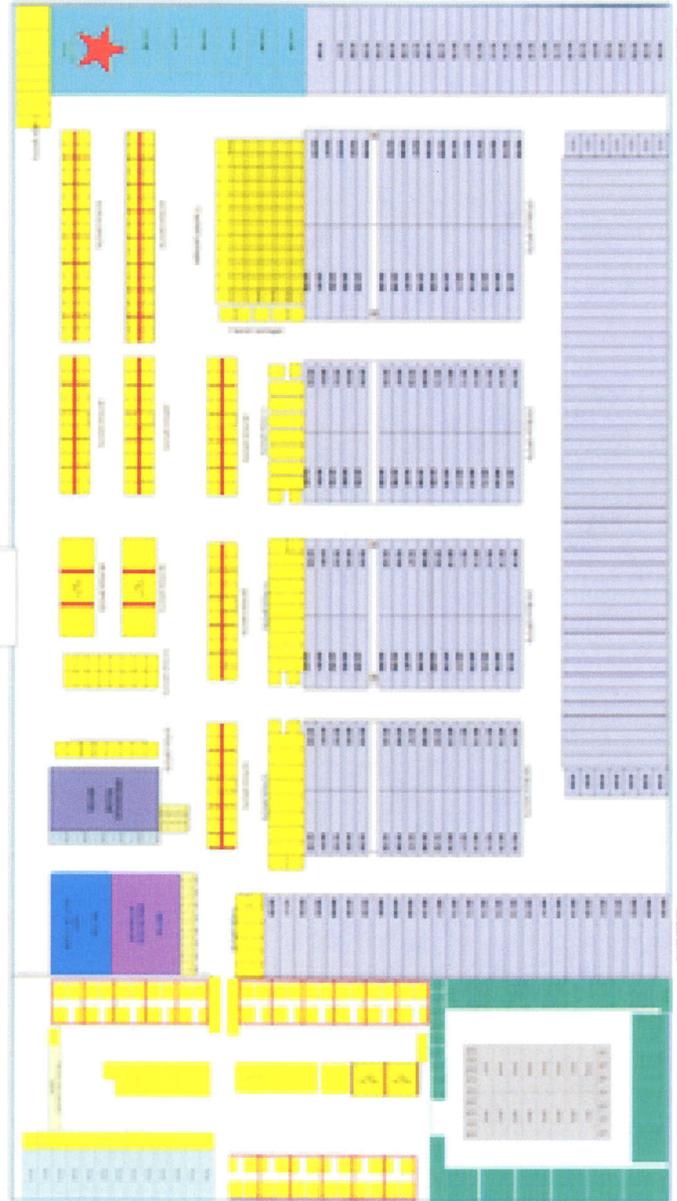
BY: 

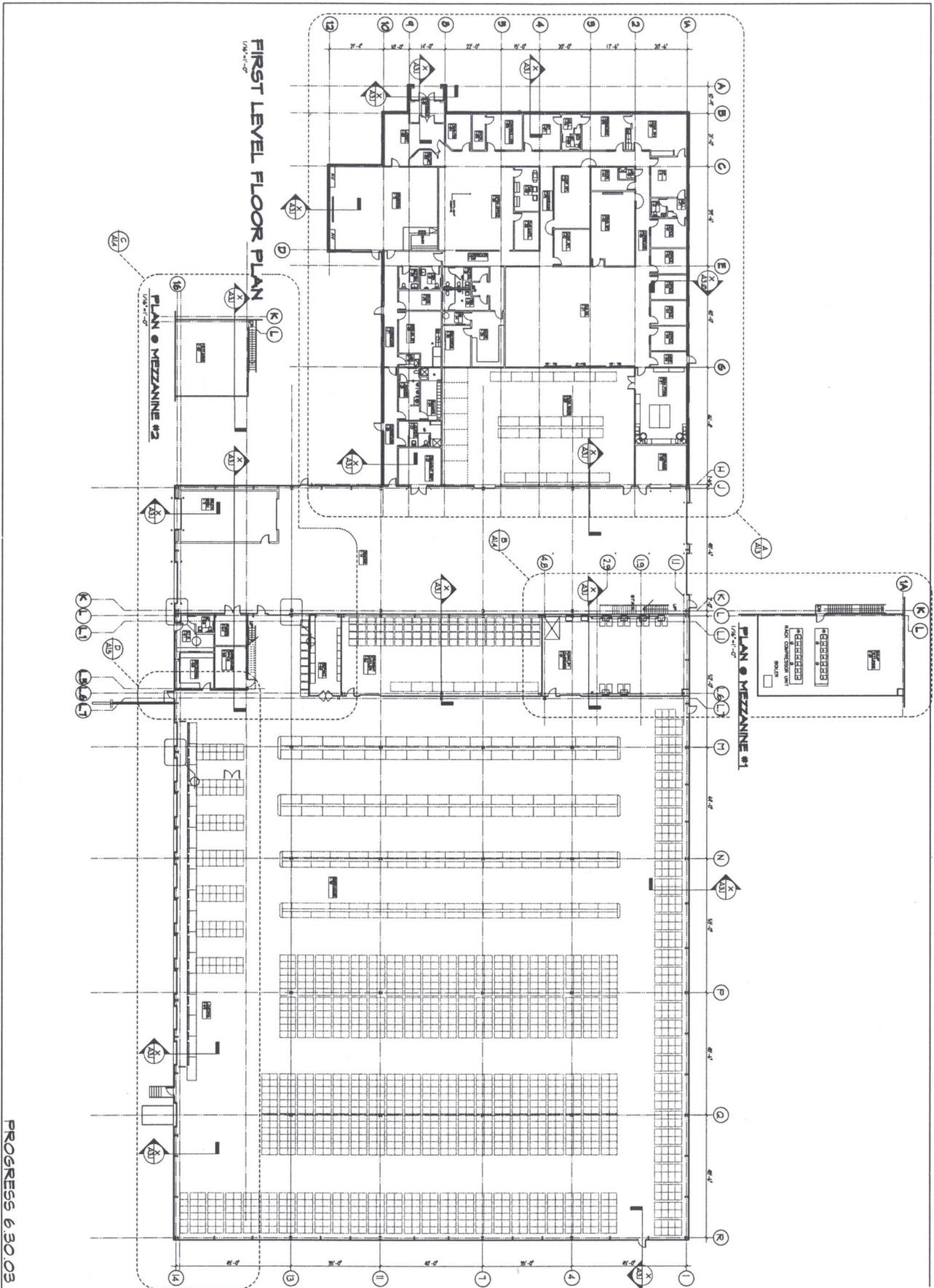
Gary M. Stevens
President

0155



Warehouse Configuration





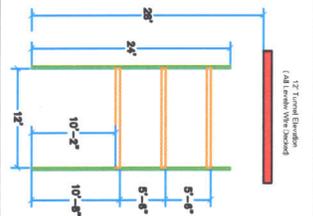
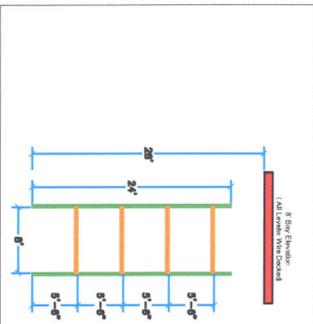
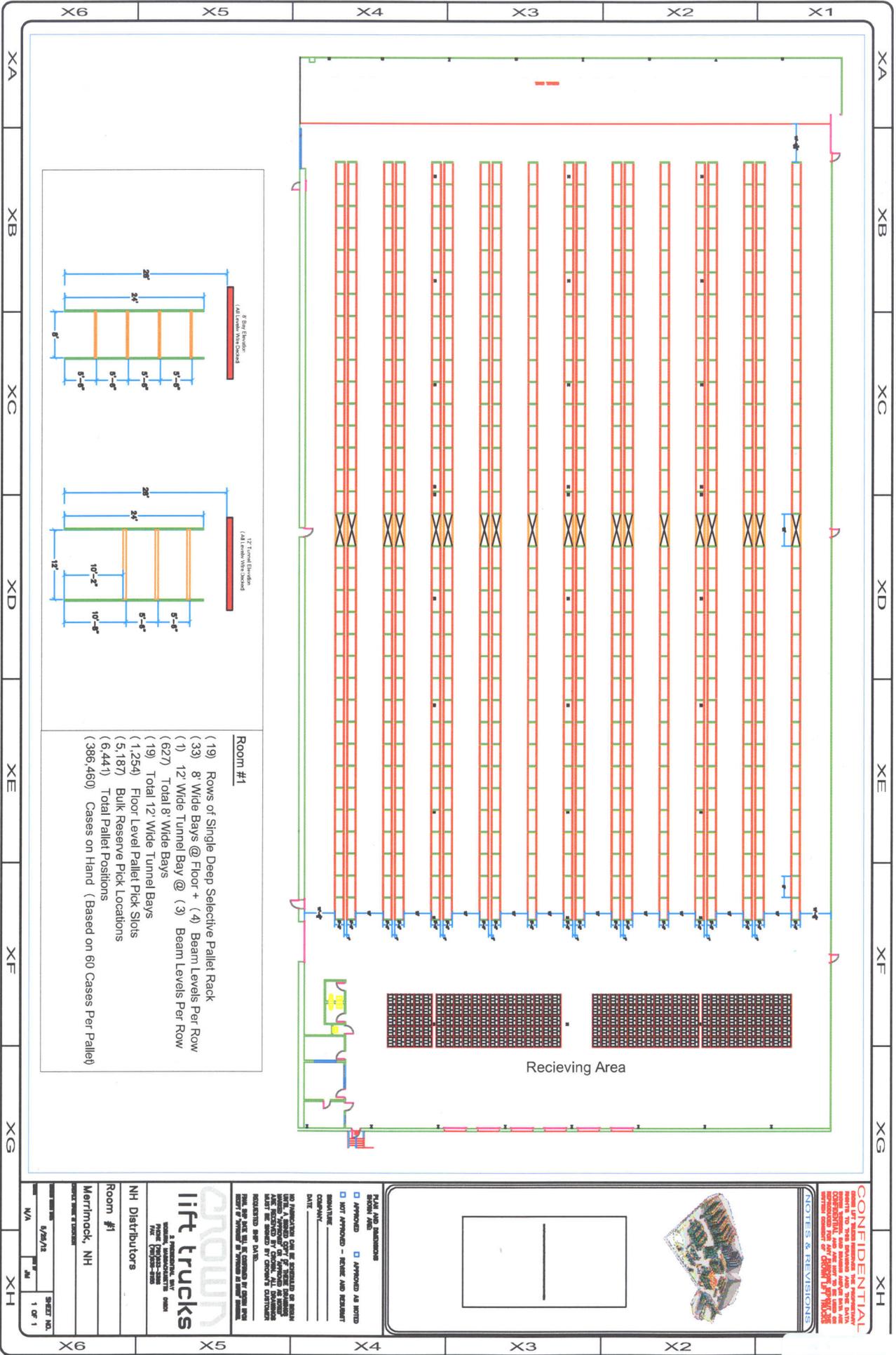
PROGRESS 6 30 03

	TITLE FLOOR PLAN	
	PROJECT NEW BUILDING for BELLAVANCE BEVERAGE <small>Nashua, New Hampshire</small>	

CORNELIUS HANSEN/SHAW ARCHITECTS, P.A.

 603 BIRCH STREET NASHUA NEW HAMPSHIRE 03041 603/877-8878

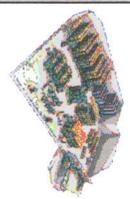
REVISIONS



- Room #1**
- (19) Rows of Single Deep Selective Pallet Rack
 - (33) 8' Wide Bays @ Floor + (4) Beam Levels Per Row
 - (1) 12' Wide Tunnel Bay @ (3) Beam Levels Per Row
 - (627) Total 8' Wide Bays
 - (19) Total 12' Wide Tunnel Bays
 - (1,254) Floor Level Pallet Pick Slots
 - (5,187) Bulk Reserve Pick Locations
 - (6,441) Total Pallet Positions
 - (386,460) Cases on Hand (Based on 60 Cases Per Pallet)

Receiving Area

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NOTES & REVISIONS

NO.	DATE	DESCRIPTION

RACK AND SUBSYSTEMS

DESIGN AND APPROVAL:

APPROVED APPROVED AS NOTED

NOT APPROVED - REVIEW AND REDESIGN

DATE: _____

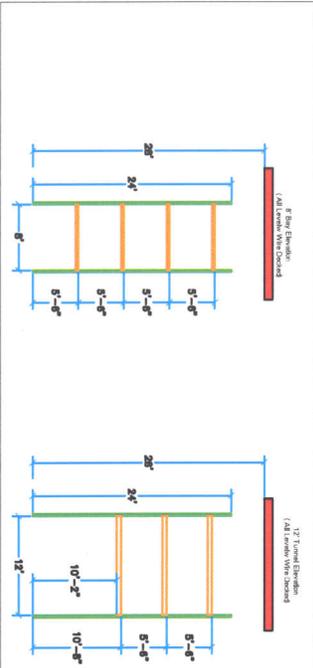
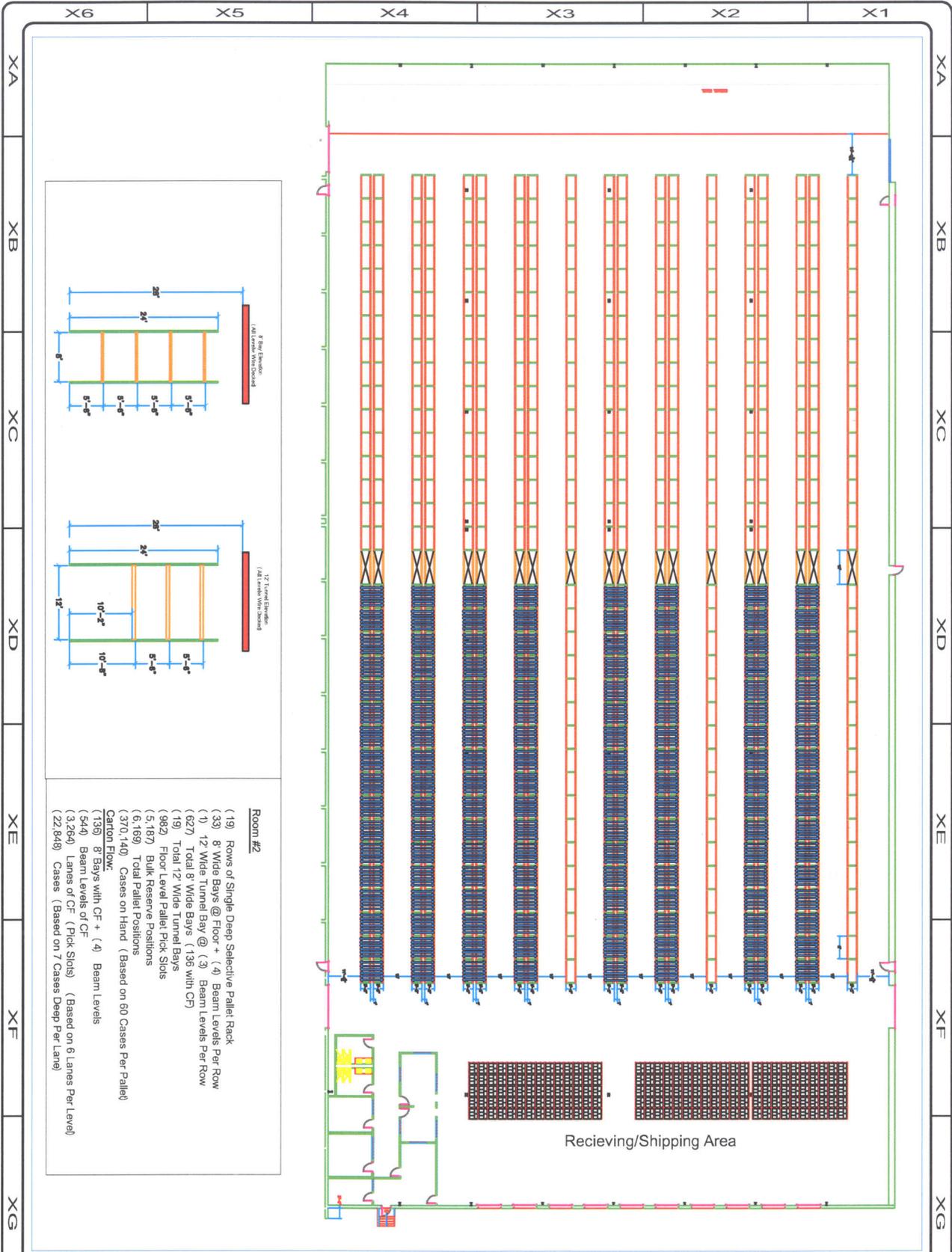
NO DIMENSIONS CAN BE SPECIFIED AS SUCH UNLESS A DIMENSION OF THESE DRAWINGS IS SPECIFICALLY IDENTIFIED. ALL DIMENSIONS ARE TO BE SHOWN BY CROWN'S CUSTOMER REQUESTED SPEC. DATE: _____

lift trucks
 2 PERRIN DRIVE, LYNN
 MAINE, MAINE 04002
 PHONE: (603) 253-2200
 FAX: (603) 253-2200
 WWW.CROWNLT.COM

NH Distributors

Room #1
 Merrimack, NH

DATE: 5/24/13
 SHEET NO. 1 OF 1



- Room #2**
- (19) Rows of Single Deep Selective Pallet Rack
 - (33) 8' Wide Bays @ Floor + (4) Beam Levels Per Row
 - (1) 12' Wide Tunnel Bay @ (3) Beam Levels Per Row
 - (827) Total 8' Wide Bays (136 With CF)
 - (19) Total 12' Wide Tunnel Bays
 - (982) Floor Level Pallet Pick Slots
 - (5,187) Bulk Reserve Positions
 - (6,169) Total Pallet Positions
 - (370,140) Cases on Hand (Based on 60 Cases Per Pallet)
- Carton Flow:**
- (136) 8' Bays with CF + (4) Beam Levels
 - (544) Beam Levels of CF
 - (3,264) Lanes of CF (Pick Slots) (Based on 6 Lanes Per Level)
 - (22,848) Cases (Based on 7 Cases Deep Per Lane)

Receiving/Shipping Area

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NOTES & REVISIONS

NO.	DATE	DESCRIPTION

PLAN AND SPECIFICATIONS

APPROVED APPROVED AS NOTED

NOT APPROVED - REVIEW AND REVISIT

SIGNATURE: _____

DATE: _____

NO DIMENSIONS CAN BE ASSUMED OR INFERRED FROM THIS DRAWING. ALL DIMENSIONS ARE TO BE TAKEN FROM THE FACE UNLESS OTHERWISE SPECIFIED BY DIMENSION LINE OR OTHERWISE INDICATED. SEE SHOP DRAWINGS FOR DIMENSIONS OF MATERIALS TO BE USED IN CONSTRUCTION.

lift trucks

1000 WEST WASHINGTON AVENUE
MERRIMACK, NH 03003
PHONE: (603) 882-2888
FAX: (603) 882-2889

Room #2

NH Distributors

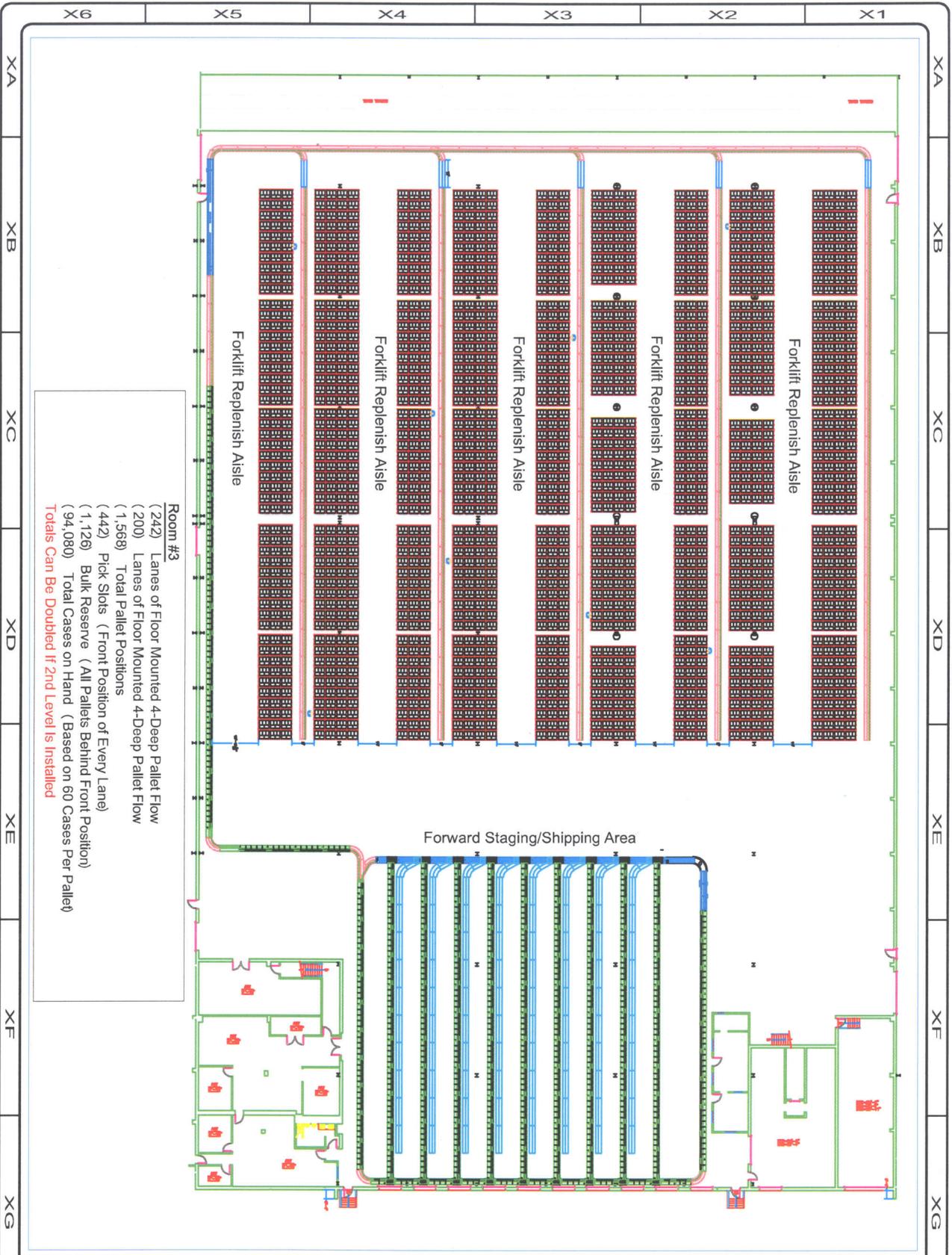
Merrimack, NH

DATE: 6/20/18

PROJECT: NEW CONSTRUCTION

SCALE: AS SHOWN

SHEET NO. 1 OF 1



Room #3
 (242) Lanes of Floor Mounted 4-Deep Pallet Flow
 (200) Lanes of Floor Mounted 4-Deep Pallet Flow
 (1,568) Total Pallet Positions
 (442) Pick Slots (Front Position of Every Lane)
 (1,126) Bulk Reserve (All Pallets Behind Front Position)
 (94,080) Total Cases on Hand (Based on 80 Cases Per Pallet)
Totals Can Be Doubled If 2nd Level Is Installed

CONFIDENTIAL
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NOTES & REVISIONS

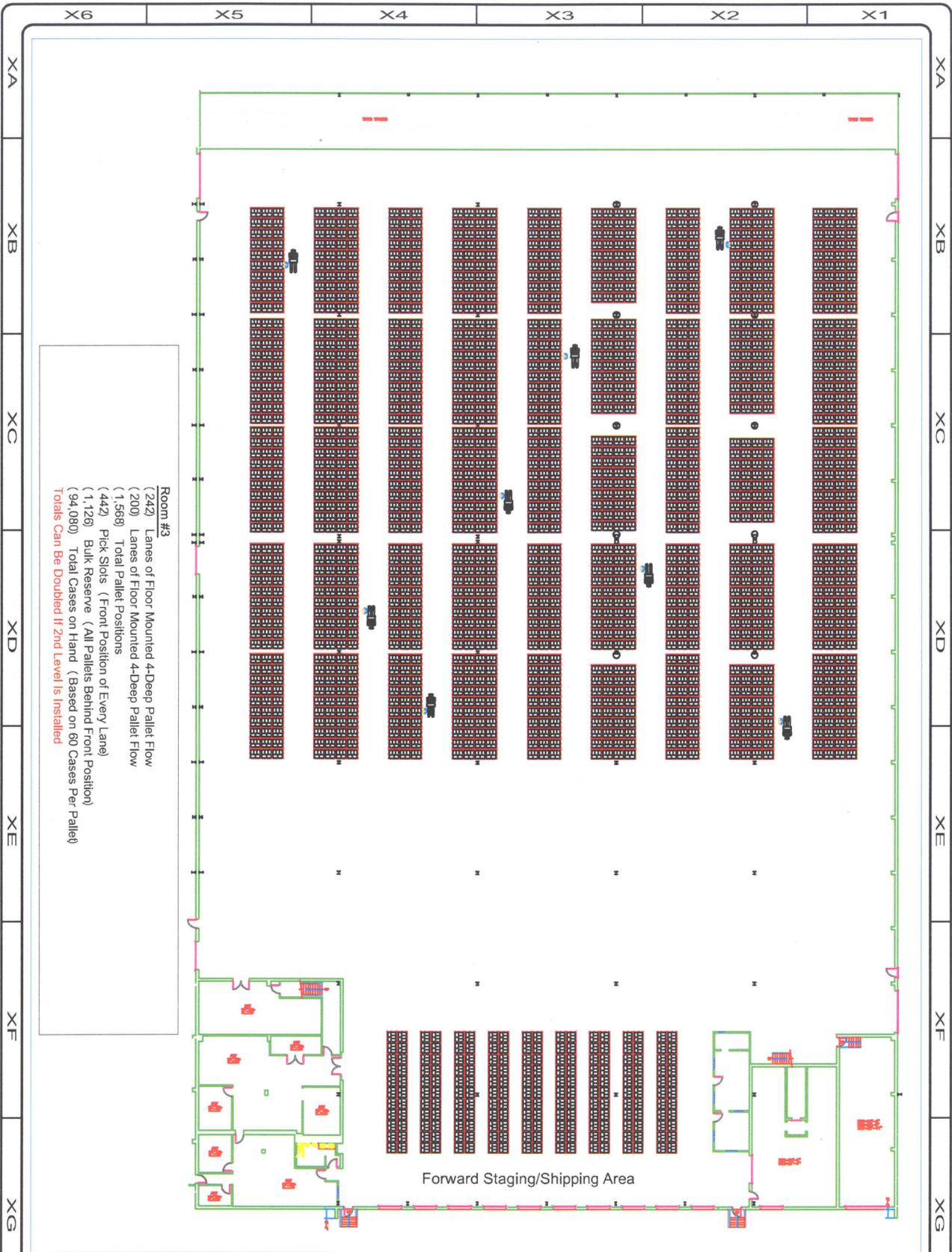
PLAN AND PERMISSIONS
 DRAWN BY: _____
 APPROVED AS NOTED
 NOT APPROVED - REVIEW AND REVISIT
 DATE: _____
 CHECKED BY: _____
 DATE: _____

NO WARRANTIES OR REPRESENTATIONS ARE MADE BY CROWN LIFT TRUCKS FOR THE USE OF THIS DRAWING FOR ANY OTHER PURPOSE THAN THAT FOR WHICH IT WAS DESIGNED. ALL DIMENSIONS AND BEARING SHALL BE CHECKED BY CUSTOMER. CROWN LIFT TRUCKS SHALL NOT BE RESPONSIBLE FOR ANY DAMAGE TO PROPERTY OR PERSONS ARISING FROM THE USE OF THIS DRAWING.

lift trucks
 A PERRINVILLE, NY
 COMPANY
 PHONE: (516) 261-2000
 FAX: (516) 261-2000

Room #3 Conveyors
 Merrimack, NH

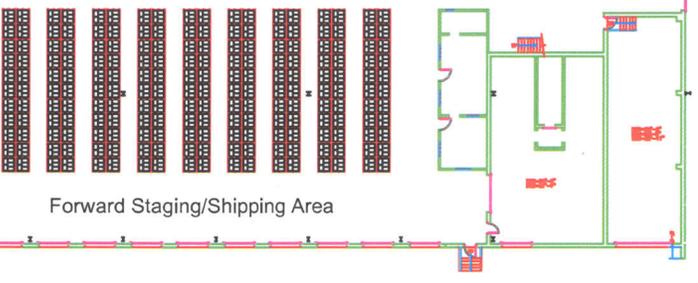
DATE: 5/26/13
 SHEET NO. 1 OF 1



Room #3

- (242) Lanes of Floor Mounted 4-Deep Pallet Flow
- (200) Lanes of Floor Mounted 4-Deep Pallet Flow
- (1,568) Total Pallet Positions
- (442) Pick Slots (Front Position of Every Lane)
- (1,126) Bulk Reserve (All Pallets Behind Front Position)
- (94,080) Total Cases on Hand (Based on 80 Cases Per Pallet)

Totals Can Be Doubled If 2nd Level Is Installed



CONFIDENTIAL

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NOTES & REVISIONS

DATE: _____

BY: _____

NO PRODUCTION CAN BE ASSUMED OR MADE UNTIL A CHECKED COPY OF THESE DRAWINGS HAS BEEN RECEIVED BY CROWN. ALL DIMENSIONS MUST BE CHECKED BY CROWN'S CUSTOMER RECEIVING DEPT. LOCAL.

DATE: _____

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PLATE AND DIMENSIONS

APPROVED APPROVED AS NOTED

NOT APPROVED - REVISION AND REWORK

SIGNATURE: _____

COMPANY: _____

DATE: _____

CROWN lift trucks

2 PENNSYLVANIA, NY

PHONE: (716) 682-2200

FAX: (716) 682-2200

WWW.CROWNLT.COM

NH Distributors

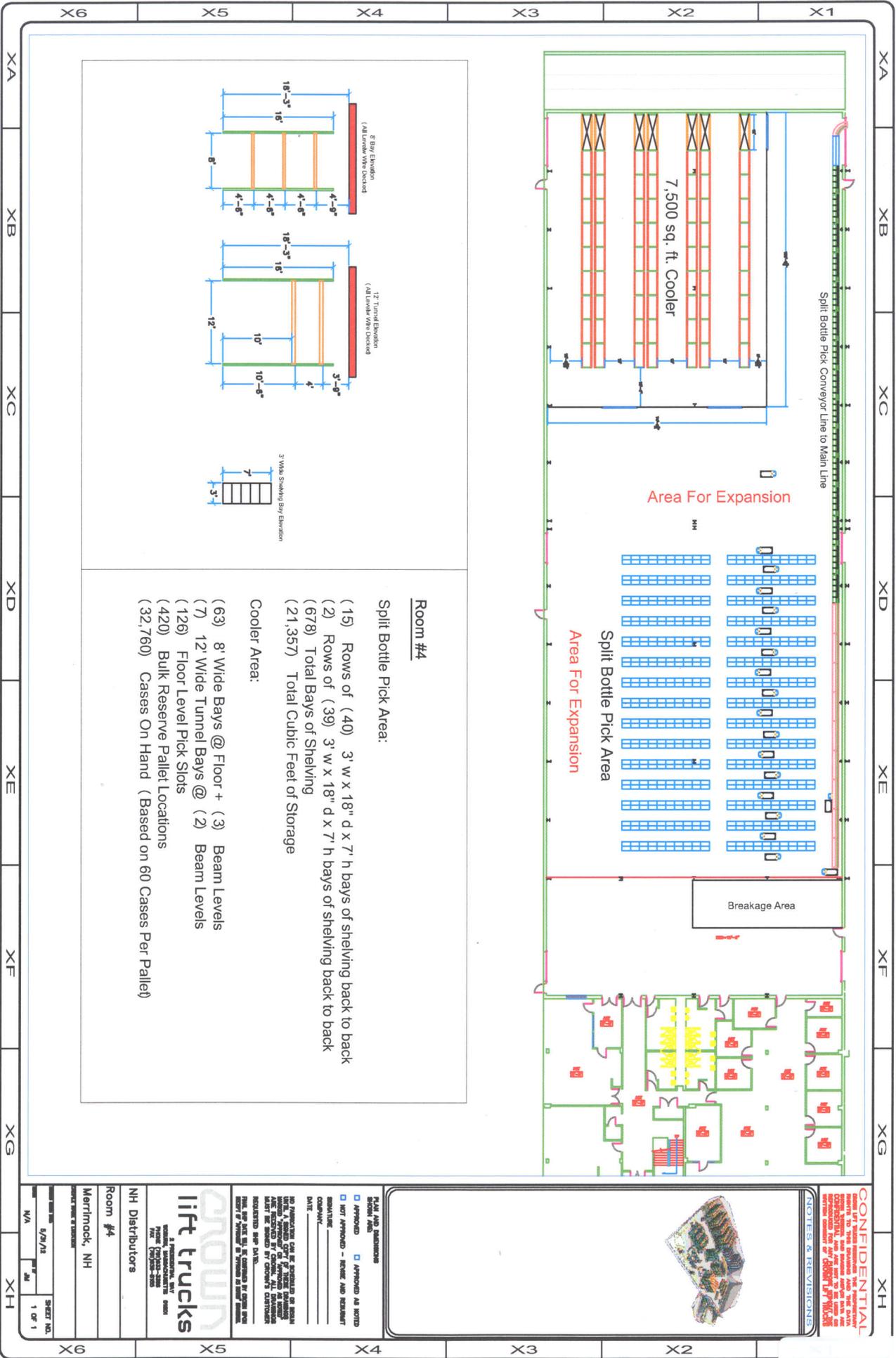
Room #3 PE

Merrimack, NH

DATE: 6/26/23

SCALE: 1/8" = 1'

SHEET NO. 1 OF 1



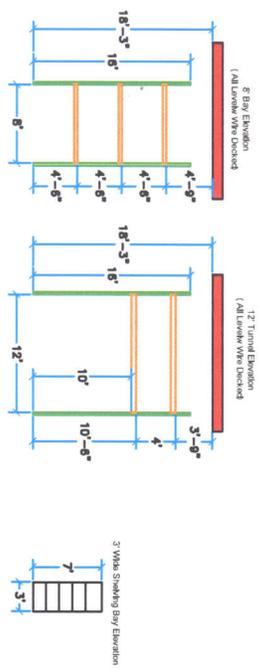
Room #4

Spill Bottle Pick Area:

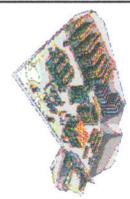
- (15) Rows of (40) 3' w x 18" d x 7' h bays of shelving back to back
- (2) Rows of (39) 3' w x 18" d x 7' h bays of shelving back to back
- (678) Total Bays of Shelving
- (21,357) Total Cubic Feet of Storage

Cooler Area:

- (63) 8' Wide Bays @ Floor + (3) Beam Levels
- (7) 12' Wide Tunnel Bays @ (2) Beam Levels
- (126) Floor-Level Pick Slots
- (420) Bulk Reserve Pallet Locations
- (32,760) Cases On Hand (Based on 60 Cases Per Pallet)



CONFIDENTIAL
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NOTES & REVISIONS

NO.	DATE	DESCRIPTION

DATE AND ENGINEERING

APPROVED APPROVED AS NOTED

NOT APPROVED - REVISION AND REWORK

SIGNATURE: _____ DATE: _____

NO DIMENSIONS CAN BE ASSUMED OR DERIVED FROM THIS DRAWING. ALL DIMENSIONS ARE TO BE TAKEN FROM THE CENTERLINE UNLESS OTHERWISE NOTED. ALL DIMENSIONS ARE TO BE TAKEN FROM THE CENTERLINE UNLESS OTHERWISE NOTED. ALL DIMENSIONS ARE TO BE TAKEN FROM THE CENTERLINE UNLESS OTHERWISE NOTED.

CROWN lift trucks
 2 FERRISVILLE, NH 03041
 PHONE: (603) 888-1000
 FAX: (603) 888-1000

NH Distributors

Room #4
 Merrimack, NH

DATE: 5/21/13
 SHEET NO.: 1 OF 1

**Request for Taxpayer
 Identification Number and Certification**

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

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Hat Trick Logistics, LLC

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
 Individual/sole proprietor C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
65 Regional Drive

City, state, and ZIP code
Concord, NH 03301

List account number(s) here (optional)

Requester's name and address (optional)

Exempt payee

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number										
0	0	2	-	5	0	-	3	6	4	5

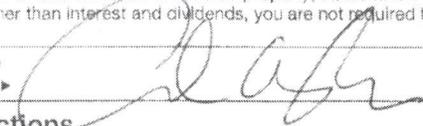
Employer identification number										
4	5	-	5	4	1	4	9	0	7	

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below).

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 on page 4.

Sign Here Signature of U.S. person ▶  Date ▶ **6/4/12**

General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,
- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS a percentage of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name/disregarded entity name" line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the "Name" line and any business, trade, or "doing business as (DBA) name" on the "Business name/disregarded entity name" line.

Disregarded entity. Enter the owner's name on the "Name" line. The name of the entity entered on the "Name" line should never be a disregarded entity. The name on the "Name" line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the "Name" line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the "Business name/disregarded entity name" line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the "Name" line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the "Name" line is an LLC, check the "Limited liability company" box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter "P" for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter "C" for C corporation or "S" for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the "Name" line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the "Name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name/disregarded entity name" line.

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the "Business name/disregarded entity name," sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
 2. The United States or any of its agencies or instrumentalities,
 3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
 4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
 5. An international organization or any of its agencies or instrumentalities.
- Other payees that may be exempt from backup withholding include:
6. A corporation,
 7. A foreign central bank of issue,
 8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
 9. A futures commission merchant registered with the Commodity Futures Trading Commission,
 10. A real estate investment trust,
 11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
 12. A common trust fund operated by a bank under section 584(a),
 13. A financial institution,
 14. A middleman known in the investment community as a nominee or custodian, or
 15. A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 5 and 7 through 13. Also, C corporations.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 7 ²

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, below, and items 4 and 5 on page 4 indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on the "Name" line must sign. Exempt payees, see *Exempt Payee* on page 3.

Signature requirements. Complete the certification as indicated in items 1 through 3, below, and items 4 and 5 on page 4.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulation section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulation section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Privacy Act Notice

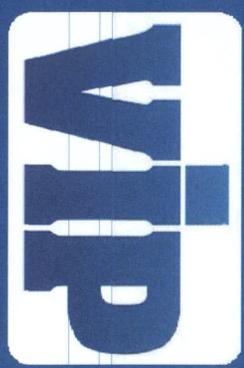
Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



Intro to Voice Picking

Brian Kelly

2011 VIP Users Conference



What we'll cover



What is Voice?

How Voice Works

Voice Demo

Reporting

Getting to Voice

2011 VIP Users Conference | Slide 2

What is Voice?



- Voice-directed picking
 - Alternative to paper
 - Simple commands and responses
 - Picking verification
 - Real-time tracking
- Voice-directed loading
 - Alternative to paper/RF
 - Real-time status
 - Accountability

VIP-Vocollect partnership



- Vocollect
 - Industry leader
 - #1 in voice technology
 - Now part of Intermecc
- Complete integration with VIP
 - No middleware
 - Single point of contact



Vocollet Talkman

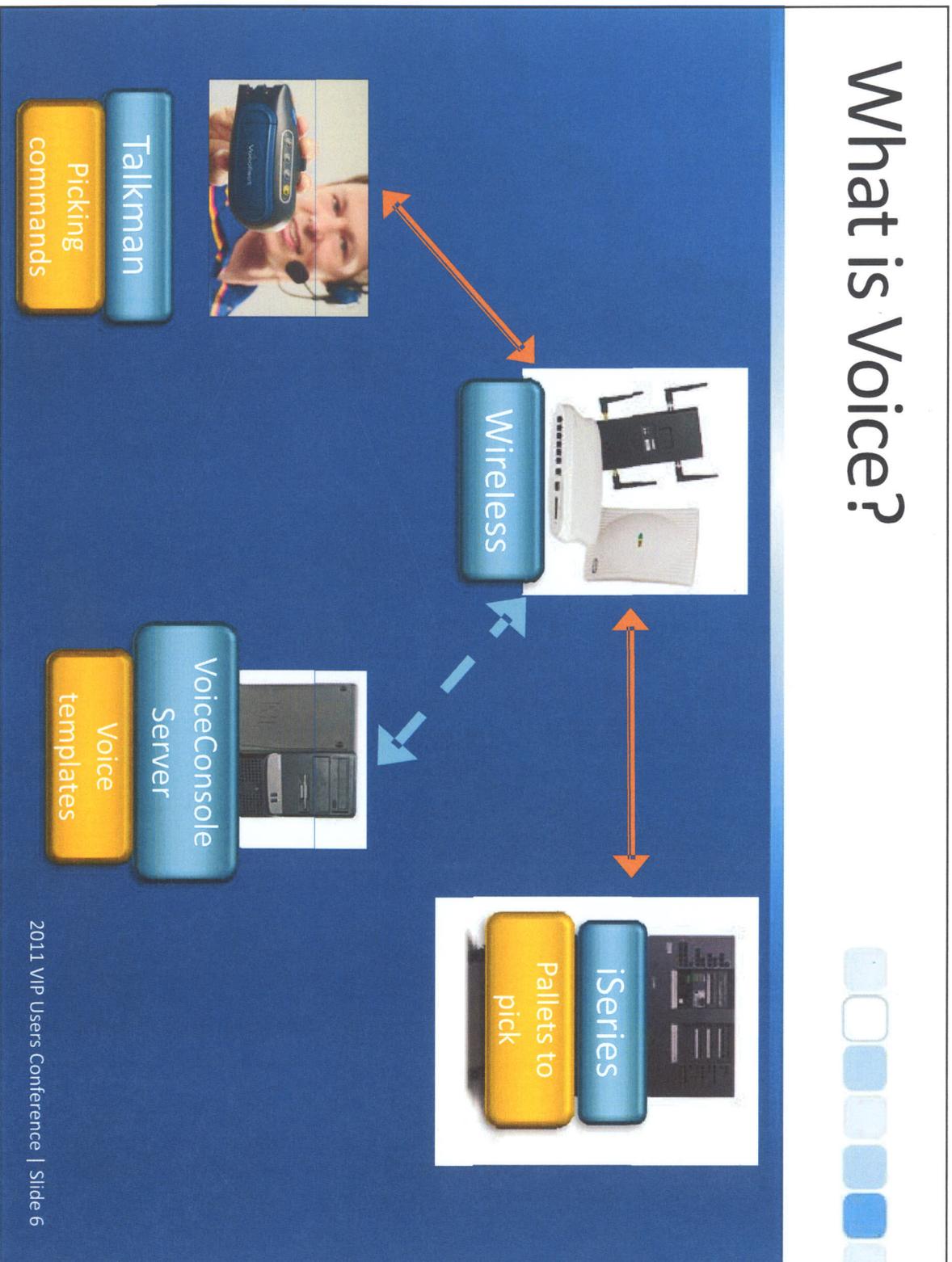


- Talkman T5 / A500
- SRX Bluetooth headset



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What is Voice?



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Who can use Voice?



- Any product line-up
 - Beer
 - Soda / Non-Alcohol
 - Wine
 - Beer & wine
 - Liquor

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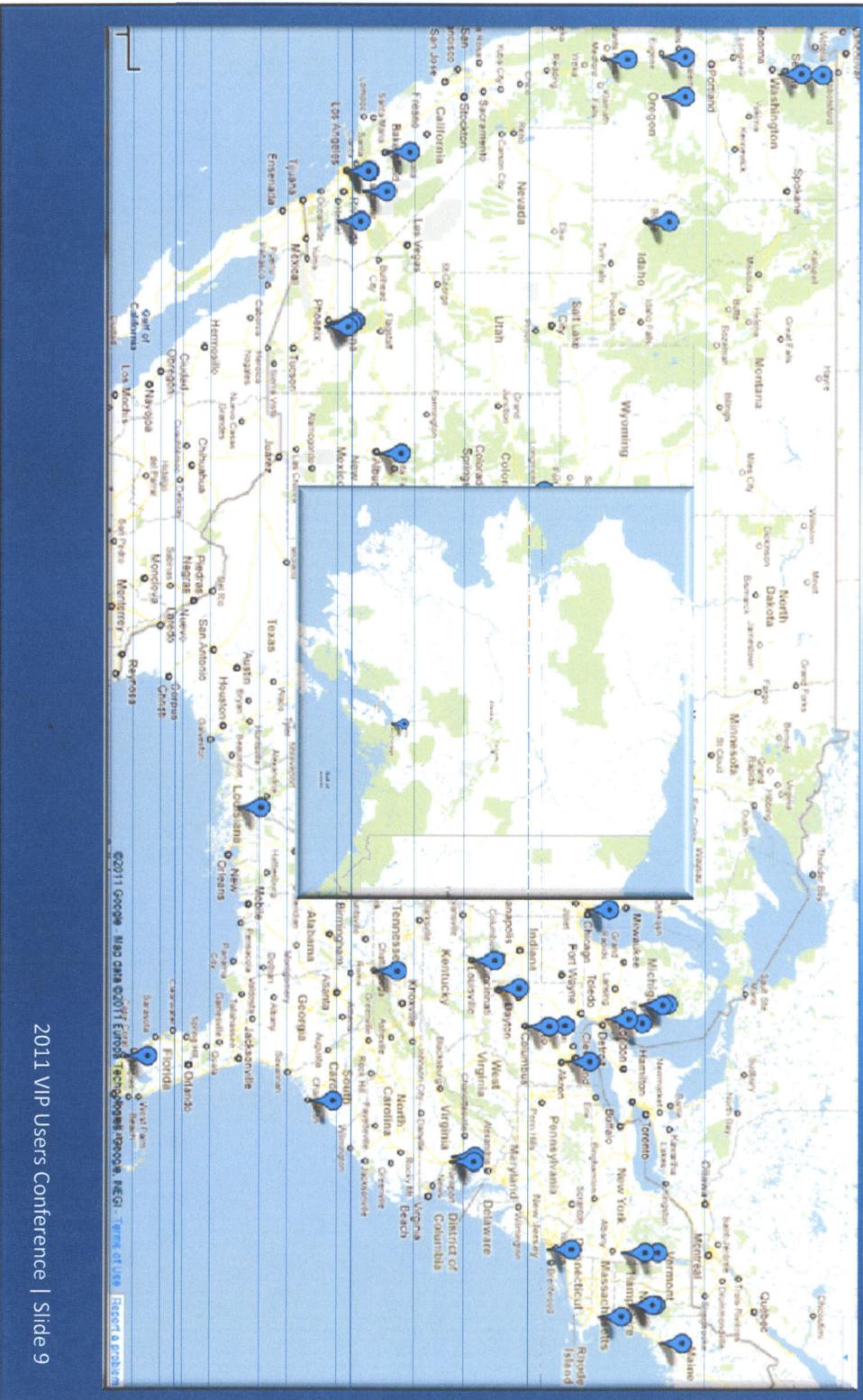
Who can use Voice?

- Any number of pickers
- Any warehouse configuration
 - Bases
 - Layers (claw pickers)
 - Carts
 - Wine boxing
 - Totes
 - Conveyor lines
 - Fork lifts
 - Walkie-riders



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By the numbers..



2011 VIP Users Conference | Slide 9

Benefits of Voice



Accuracy

Accountability

Speed

Safety

Real - Time
Monitoring

New Hire
Turnaround

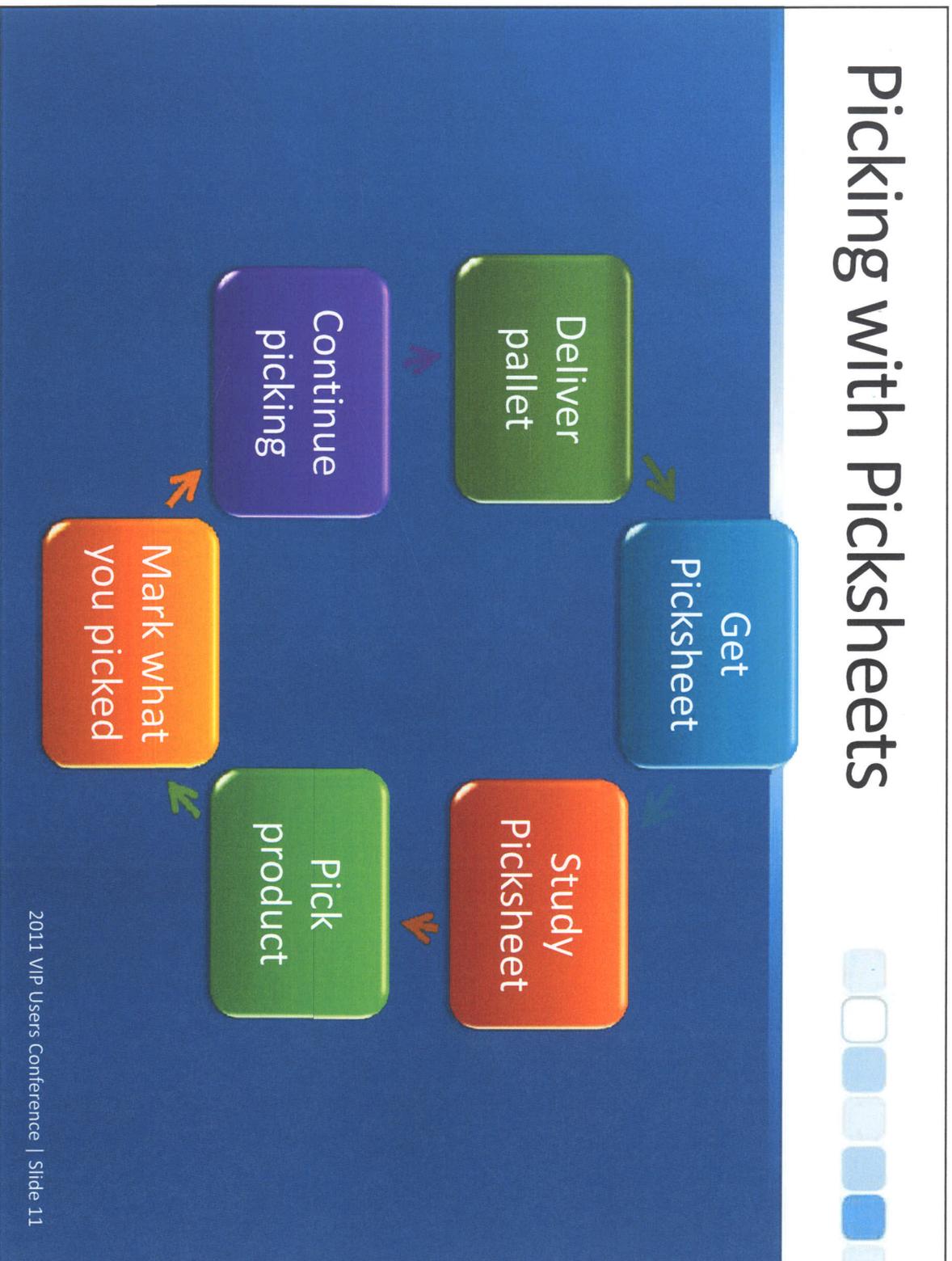
Measurability

Perfect
Invoices

Demand
Replenishment

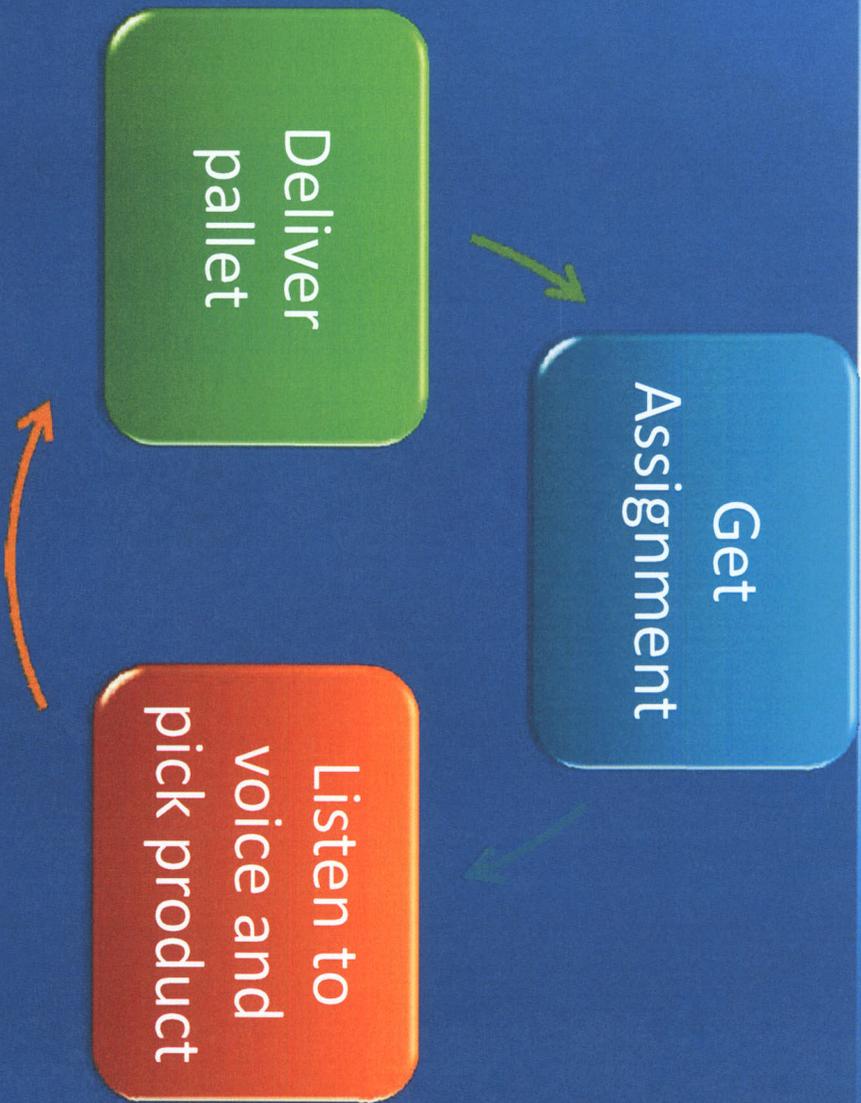
2011 VIP Users Conference | Slide 10

Picking with Picksheets



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Picking with Voice



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Foundation: VIP Truck Loading

- Requirement for Voice
- Designs pallets
 - By account or item
 - Directs picker to locations
- Designs trucks
 - Pallets assigned to bays
 - Makes delivery easier

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0180

Picking with Voice

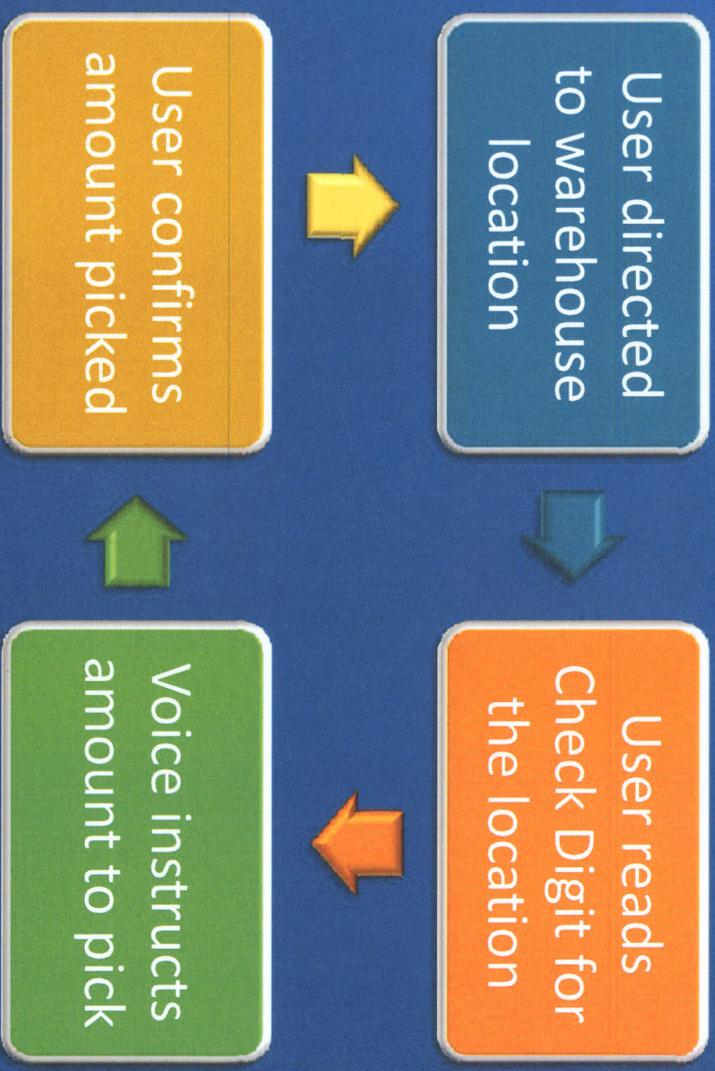


- Two typical ways of picking with voice:
 - Picking orders before routing
 - Picking orders after routing



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Picking a pallet with Voice



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License plate: Work ID

- Work ID for starting the picking process
- Route, stop, and truck information
- Pallet totals

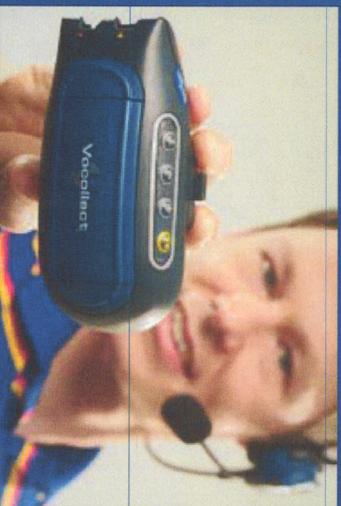
VERMONT INFORMATION PROCESSING

Wave	9/17/10	Route	2123			
123	Pallet # 01					
						
	95764					
	3B798 BK SPIRITS 123 EASY STREET WATERBURY VT 05676	Stop	5			
		of	6			
		Truck	999			
Pallet	Beer	Keys	Wine	Split	Total	Items
1	42	5			47	6
of						
1						
Region						
23						

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Voice commands

- User hears:
 - Location
 - Quantity to pick
- User can also hear (upon request):
 - Item number
 - U.P.C. code
 - Item description
 - Last pick
 - Quantity left to pick



WAVESTAT



- “Command Central” for voice picking
 - View status (Employee/Pallets)
 - Print documents
 - Release work
 - Work with shorts
 - Cleanse invoices

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WAVESTAT -- Load Detail

08:36:14 9/15/10

WAVESTAT - Work with Wave Picking Status

www.vtinfo.com

VIP Beverage Software Return Enter Exit Message Print Help Assistant

WAVESTAT

Warehouse 21 BURLINGTON

Close Print Release Out of Stocks Reprint **View** Not Picked

Wave	Status	Shorts	Kegs	Beer & Soft			Wine				
				Pallet Pick	Case Pick	005 Pick	Total	Case/ Pallet	Bottle		
028	Printed					65			65	6	308
030	Closed										
033	In Progress									14	
100	Picked		2								
130	In Progress			192	580		772	6	48		
132	Released				363		363	72	636		
134	Released				298		298	62	384		
136	Released				363		363	100	921		
138	Ready										

Bottom

WAVESTAT -- Wave Summary

08:38:46 9/15/10 WAVESTAT - Work with Wave Picking Status www.vtinfo.com

VIP Beverage Software

Warehouse 21 BURLINGTON
Route: 1130

Print License Plate Show Out of Stocks Reprint **View Details**

Item	Items	Qty	Items	Time	Operator
1130 8D PK2PAL	9	23		00:00	BRIAN KELLY is picking
1130 7P PK2PAL	19	48		00:00	Available
1130 7D PK2PAL	10	83		00:00	Available
1130 6P PK2PAL	8	70		00:00	Available
1130 6D PK2PAL	13	41		00:00	Available
1130 5P PK2PAL	8	79		00:00	Available
1130 5D PK2PAL	11	69		00:00	Available
1130 4P PK2PAL	7	73		00:00	Available
1130 4D FULL	1	96		00:00	Available
1130 3P FULL	1	96		00:00	Available
1130 3D CONW-FC2	2	3		00:00	Available
1130 3D CONW-FC1	4	5		00:00	Available

More

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WAVESTAT -- Pallet Detail

08:40:04 9/15/10 WAVESTAT - Container Detail www.vtinfo.com

Print

Warehouse 21 BURLINGTON
 Route: 1130
 Load 1130 Bay 8D

Container ID
 2368852

Item	Description	Qty	Location	Check	Status
84094	BIG RED 8/2.0P BIG RED 2.0 LT	2	7513A2	75	Not Picked
81768	CAN DRY 8/2.0L SLTZR LEMONLIM	4	7521A1	53	Not Picked
81771	CAN DRY 8/2.0L SELTZER ORIG	4	7529A1	20	Not Picked
81767	CAN DRY 8/2.0L GINGER ALE DIE	2	7535A2	47	Not Picked
83965	A&W 8/2.0P CREAM SODA	1	7539A1	31	Not Picked
83964	A&W 8/2.0P DIET ROOT BEER	6	7539A2	65	Not Picked
81766	CAN DRY 8/2.0L GINGER ALE 8/2	2	7541A2	39	Not Picked
83907	A&W 24/20P DIET ROOT BEER	1	7555A2	47	Not Picked
84018	A&W 24/20P ROOT BEER	1	7559A2	69	Not Picked
Total:		23			

ENTER=Continue Bot tom

WAVESTAT -- Warehouse Totals

08:40:54 9/15/10 WAVESTAT - Work with Wave Picking Status www.vtinfo.com

WAVESTAT

Grand Totals

	Beer and Soda				Wine		
	Pallet Pick	Case Pick	HV Pick	Total	Case/Pallet	Bottle	
PICKED	192	1721	15	1913	268	2501	
REMAINING	192	1736	15	1928	424	3190	
TOTAL							

Continue

Bottom

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What we'll cover



What is Voice?

How Voice Works

Voice Demo

Reporting

Getting to Voice

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Voice Demo



- What you'll witness:
 - Assigning work
 - Location verification
 - Quantity verification
 - On-demand information
 - Item description
 - Item number
 - U.P.C. code
 - Quantity left to pick

Warehouse



Alpha Aisle

A-01	55
A-02	61
A-03	91
A-04	31
A-05	17

Bravo Aisle

B-01	66
B-02	78
B-03	37
B-04	49
B-05	12
B-06	06

Check Digit

Charlie Aisle

C-01	87
C-02	91
C-03	49
C-04	36
C-05	58

Voice Demo



● Here we go!



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Other options with Voice



- ABC pallets
- Base items
- Layer picks
- Wine boxing
- Pick to tote
- Order cleansing
- Conveyor lines
- Merging / QC



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What we'll cover



What is Voice?

How Voice Works

Voice Demo

Reporting

Getting to Voice

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Reporting tools



- Help you analyze warehouse productivity
- Real time:
 - PICKLEAD
- Historical:
 - PICKTRACK
 - PICKSTAT

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PICKLEAD



- Real-time
- Ranks pickers based on current picks
- Shows current percentage complete

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PICKLEAD



06:03:59 9/13/10 Warehouse 23

[Return](#) [Enter](#) [Exit](#) [Message](#) [Print](#) [Help](#) [Assistant](#)

[www.vtinfo.com](#)

Rank	Name	Hours	Cases Picked	Bases Picked	Cases /Hour	Keys Picked	Keys /Hour	Bottles Picked	Bottles /Hour	Lines Picked	Lines /Hour	Status
1	Benito Perez	8	1725	0	209.0	0	0	0	0	39	4.1	In region 23
2	Roberto Martinez	8	1493	0	183.0	0	0	0	0	39	4.1	In region 23
3	Rick Thomas	8	1611	0	214.0	0	0	0	0	36	4.1	In region 23
4	Victor Rodriguez	8	1447	0	175.0	0	0	0	0	30	3.1	In region 23
5	Jafat Schleske	8	1332	0	162.0	0	0	0	0	28	3.1	In region 23
6	Anthony Crawford	8	1307	0	159.0	0	0	0	0	28	3.1	In region 23
7	Brian Migrala	8	1265	0	155.0	0	0	0	0	27	3.1	In region 23
8	Travis Wehnert	8	1108	0	174.0	0	0	0	0	24	3.1	In region 23
9	Dane Brown	8	705	0	115.0	0	0	0	0	18	2.1	In region 23
10	Johnny Holloman	8	705	0	86.0	0	0	0	0	16	1.1	In region 23

Totals	* Picked	80	12845	0	160	22	0	0	0	6113	76	Bottom
* Remaining	0					0				59		
* Total	12845					22				6172		

100% [Refresh](#)

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PICKTRACK



- Historical
- Run for one date
- Use to research picking errors
 - View who picked an item
- Can also use RANKER to access PICKTRACK data

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PICKTRACK



14:44:15 8/31/10

PICKTRACK - Track Picks

Warehouse:

Date	Leaf	Rect	CO	Item	Description	Pallet	Q-d/PL	Name
06/07/10	1020	30347	RLBERISON'S #402	10005	COORS BRANQUET C 18/12	195668	4/4	Brian Kelly
06/07/10	1020	30347	RLBERISON'S #402	10005	COORS BRANQUET C 18/12	195698	4/0	Drew Breese
06/07/10	1020	30347	RLBERISON'S #402	10005	COORS BRANQUET C 18/12	195788	4/0	Pierre Thomas
06/07/10	1028	30069	FOOD PMV SEDRO WOODLEY	10005	COORS BRANQUET C 18/12	195717	6/0	Heath Evans
06/07/10	1028	30086	FRED NEYER 24 BURLINGTON	10005	COORS BRANQUET C 18/12	195719	2/0	Reggie Bush
06/07/10	1028	30065	RITE RID #5248	10005	COORS BRANQUET C 18/12	195716	6/0	Marques Colston
06/07/10	1030	30705	CHEEPER'S	10005	COORS BRANQUET C 18/12	195723	8/0	Garrett Hartley
06/07/10	1030	30925	SFENEHY #1522 RRLINGTON	10005	COORS BRANQUET C 18/12	195726	4/0	Devery Henderson
06/07/10	1020	3C434	URL-NR01 #2319 ORK HRR8	10010	COORS BRANQUET C 24/12 CUBE	195666	2/2	Lance Moore
06/07/10	1020	3C434	URL-NR01 #2319 ORK HRR8	10010	COORS BRANQUET C 24/12 CUBE	195696	2/0	Jonathan Vilma
06/07/10	1020	3C434	URL-NR01 #2319 ORK HRR8	10010	COORS BRANQUET C 24/12 CUBE	195706	2/0	Malcom Jenkins
06/07/10	1028	30069	FOOD PMV SEDRO WOODLEY	10020	COORS BRANQUET C 2-12/12	195718	2/0	Roman Harper
06/07/10	1028	30086	FRED NEYER 24 BURLINGTON	10020	COORS BRANQUET C 2-12/12	195720	1/0	Jeremy Shockey
06/07/10	1028	30463	RNS TES080 #411	10040	COORS BRANQUET C 4-6/16	195714	1/0	David Thomas
06/07/10	1028	30069	FOOD PMV SEDRO WOODLEY	10072	COORS BRANQUET B 18/12 LMK	195717	7/0	Darren Sharper
06/07/10	1028	30065	RITE RID #5248	10072	COORS BRANQUET B 18/12 LMK	195716	2/0	Randall Gay
06/07/10	1030	30070	FOOD PMV ALIION - RRLINGTON	10072	COORS BRANQUET B 18/12 LMK	195725	3/0	Scott Shanle
06/07/10	1020	30296	7-ELEVEN #18255	10148	BUD LIGHT C 1-12/24	195665	1/1	Joe Horn

Clear Filters Show Loader

MORE

PICKSTAT



- Historical
- Run for range of dates
- Use to analyze picking efficiency

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PICKSTAT -- Employee Summary

Copyright 2005 Vermont Information Processing, Inc. 9/22/08 12:44
 ANY BEVERAGE, INC. --PICKSTAT - Picking Statistics-- PAGE 1

Date: 9/15/08 to 9/19/08
 Shift: NIGHT

Employee Name	ID	Shift Hours	Pick Hours	Meal Hours	Break Hours	Net Shift	Net Pick	Cube	Cases	Kegs	BT's	Pail	Layers	Case Equivs	Picks	Units/ Hour	Picks/ Hour	Units/ Shift/HR
Jeremy Smith	0095	34.00	34.90	1.59	1.37	31.04	31.94	6621	7287	0	0	0	0	7312.64	2238	228.15	70.07	234.76
Richard Hardy	2922	34.00	34.93	.46	.43	33.11	34.04	6779	7507	0	0	0	0	7466.45	2310	220.53	67.86	226.73
James Burks	3388	34.00	34.75	.00	.00	34.00	34.75	5442	5928	0	0	0	0	5962.82	1932	170.59	55.60	174.35
Brian Daniels	3757	34.00	34.74	.00	.00	34.00	34.74	7443	8162	0	0	0	0	8117.43	2238	234.95	64.42	240.06
Jeff Letcher	5840	34.00	34.55	.00	.00	34.00	34.55	6237	7039	0	0	0	0	7009.81	2070	203.73	59.91	207.03
Ed Walsh	5974	34.00	34.95	.00	.00	34.00	34.95	6121	6807	0	0	0	0	6846.66	2122	194.76	60.72	200.21
Brian Marlow	7905	34.00	35.22	.00	.00	34.00	35.22	8200	8993	0	0	0	0	9145.39	2436	255.34	69.17	264.50
Danny Davis	8269	34.00	35.29	.00	.00	34.00	35.29	7002	7636	0	0	0	0	7677.14	1937	216.38	54.89	224.59
Derrick Wicker	9818	34.00	35.07	.00	.00	34.00	35.07	7222	8045	0	0	0	0	8059.10	2536	229.40	72.31	236.62
Totals		306.00	314.40	2.05	1.80	302.15	310.55	61059	67404	0	0	0	0	67597.44	19819	217.05	63.82	223.08

PICKSTAT -- Employee Detail



Pallet #	43535	8:48 AM	8:48 AM	.00
Pallet #	43526	8:49 AM	8:50 AM	.01
Pallet #	43527	8:50 AM	8:50 AM	.00
Pallet #	43528	8:51 AM	8:51 AM	.00
Pallet #	43529	8:52 AM	8:52 AM	.01
Pallet #	43530	8:53 AM	8:53 AM	.01
Pallet #	43531	8:53 AM	8:54 AM	.01
Pallet #	43532	8:55 AM	8:56 AM	.01
Pallet #	43562	9:02 AM	9:02 AM	.00
Pallet #	43563	9:04 AM	9:04 AM	.00
Pallet #	43564	9:06 AM	9:06 AM	.01
Pallet #	43565	9:07 AM	9:07 AM	.00
Pallet #	43538	9:11 AM	9:12 AM	.01
Pallet #	43539	9:12 AM	9:12 AM	.01
Pallet #	43540	9:18 AM	9:18 AM	.00
Pallet #	43541	9:18 AM	9:19 AM	.00
Pallet #	43542	9:19 AM	9:20 AM	.01
Pallet #	43543	9:20 AM	9:22 AM	.01
Pallet #	43544	9:22 AM	9:22 AM	.00

What we'll cover



What is Voice?

How Voice Works

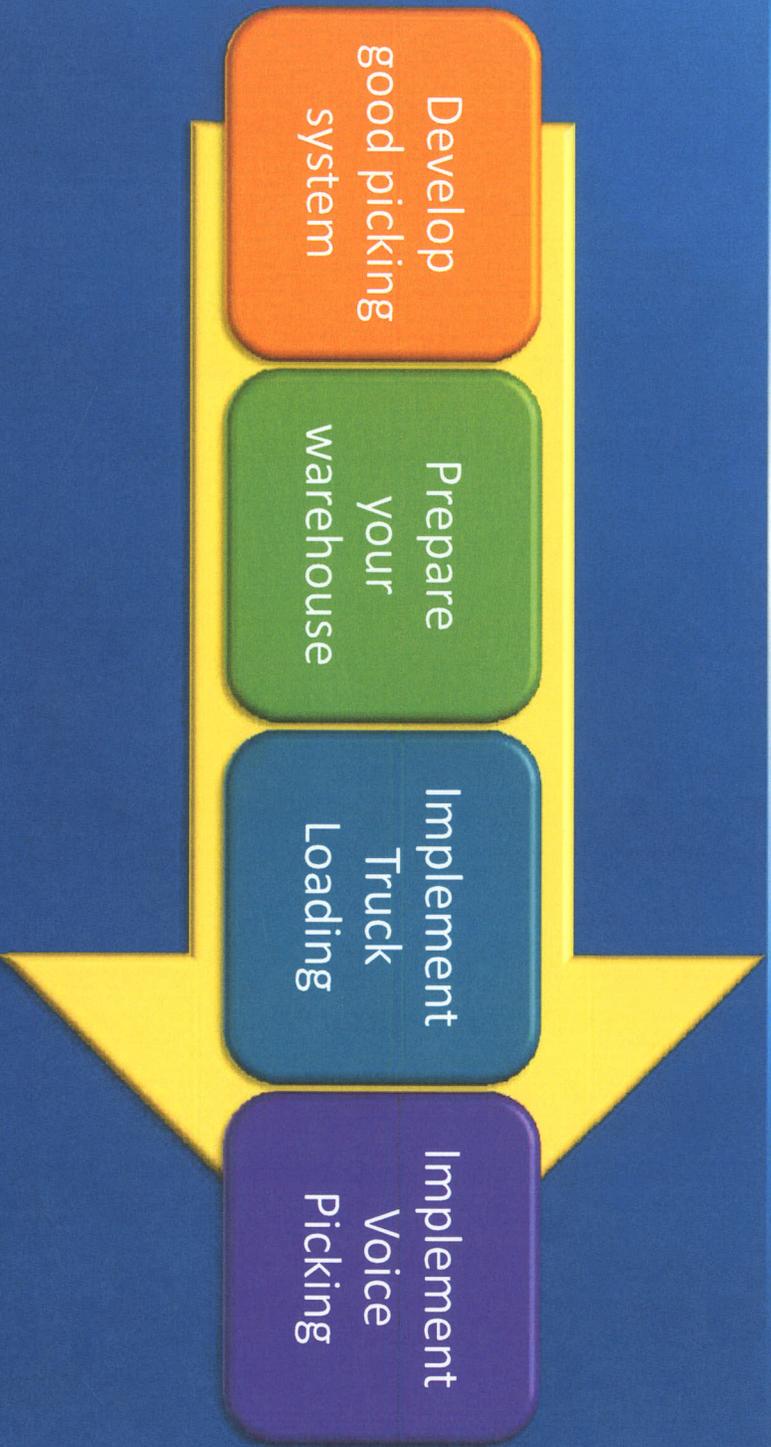
Voice Demo

Reporting

Getting to Voice

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Getting to Voice



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Develop good picking system



- Voice cannot fix a bad process
- Focus on:
 - Picking regions
 - Picking paths
 - Slotting locations



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Prepare your warehouse



- Install wireless infrastructure
 - 802.11 b/g
 - Ensure coverage where pickers travel in warehouse



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Prepare your warehouse



● Label warehouse locations



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Implement Truck Loading



- Start using Truck Loading before going to Voice:
 - Work out the kinks in your process
- Do file maintenance to set:
 - Product organization
 - How pallets are built
 - How pallets are assigned to bays

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Implement Voice Picking



- Two visits:
 - Preparation visit
 - Configure Voccollect Console server
 - Train voices with Talkman T5's
 - Go-live visit
 - Train users to pick with voice
 - Train supervisors on picking reports
 - Process takes only 3 days on average!

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Become part of the success story!

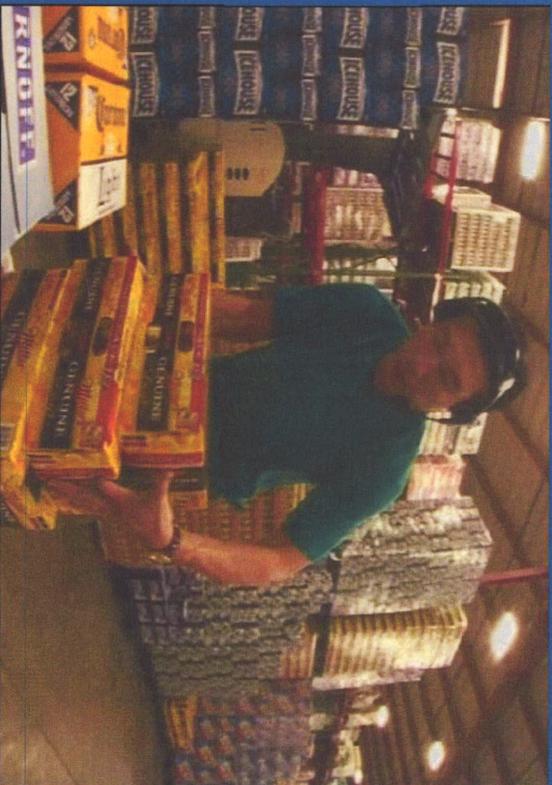


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Why Voice Picking?

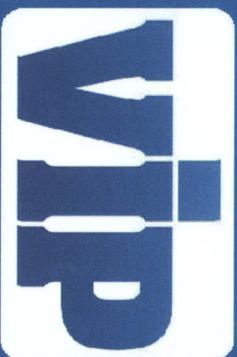


- Voice gives you:
 - Accuracy
 - Speed
 - Measurability



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Get started with Voice today!



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Roger A. Dieker
Vice President/Managing Broker

June 4, 2012

Mr. Michael Tamposi Jr.
CB Richard Ellis/New England
2 Wall Street
Manchester, NH 03101

Re: *Hat Trick Logistics – 59 Daniel Webster Highway, Merrimack, NH*

Dear Mike:

On behalf of the Landlord, we are pleased to submit the following proposal to Hat Trick Logistics for leased space at 59 Daniel Webster Highway.

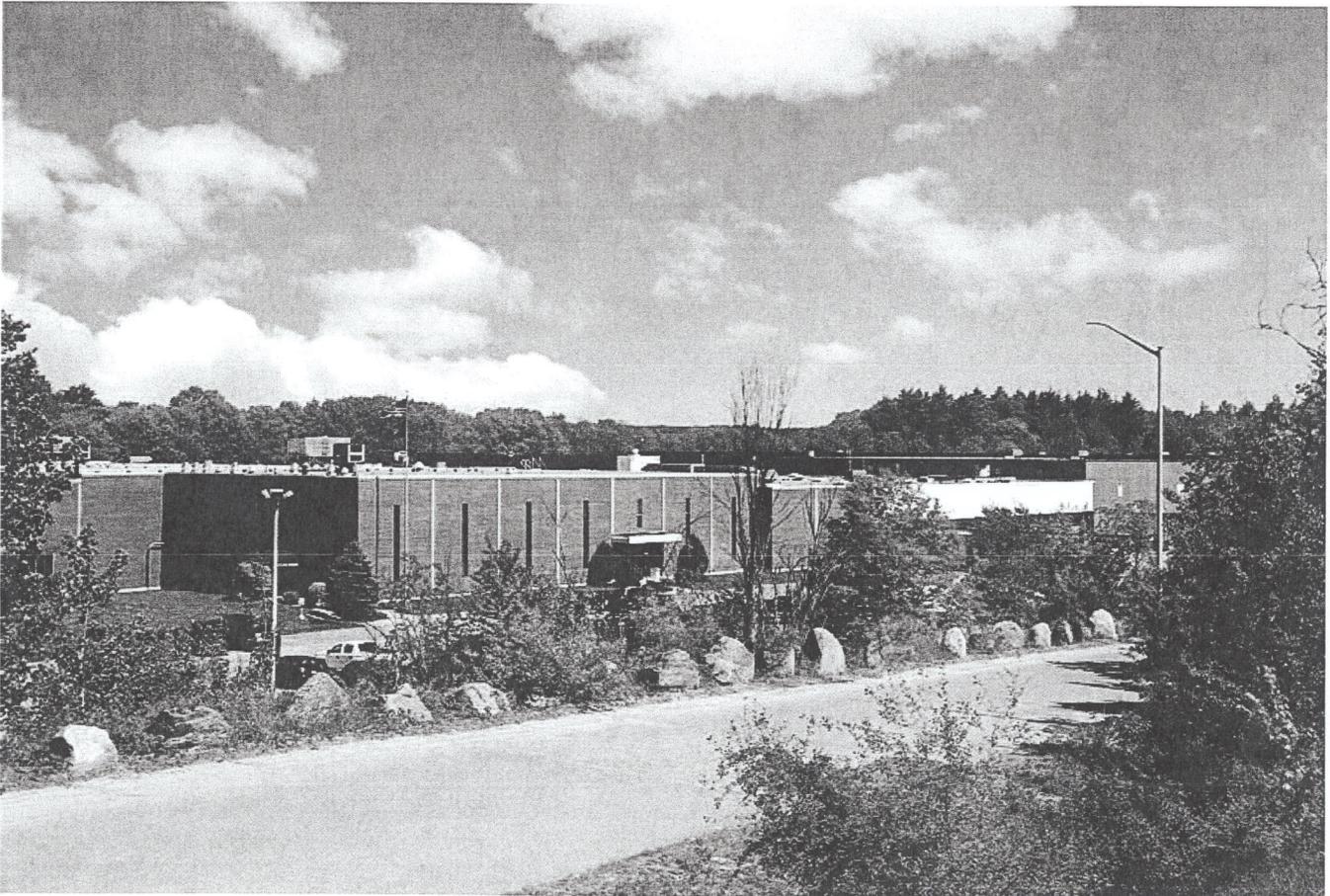
As you review the proposal, please keep in mind the following important features of the property and the proposed transaction:

- **Economics** – 59 Daniel Webster Highway offers the opportunity to complete an aggressive lease transaction comprised of competitive rental rates and a generous tenant improvement package.
- **Expansion** – 59 Daniel Webster Highway provides for additional expansion (short term or long term) within the 457,000 SF building and the outside paved areas on the 40+ acre site.
- **Access** – 59 Daniel Webster Highway is conveniently located at Exit 10 on the FE Everett Turnpike which affords easy access to and from both North and South Turnpike exits.
- **Rail** – 59 Daniel Webster Highway offers rail access within the building adjacent to the premises.
- **Location** – 59 Daniel Webster Highway is a strategically located between the 2 largest cities in New Hampshire (Nashua and Manchester). This location enables efficient transportation to-and-from these major population centers for employees.

Tenant: Hat Trick Logistics LLC

Landlord: NIP, LLC, a joint venture between Hackman Capital Partners, LLC., Calare Properties, Inc., Oaktree Capital and KBS Realty.

Building: 59 Daniel Webster Highway, Merrimack, New Hampshire, a single story, 457,000 SF manufacturing, warehouse facility located on 40 +/- acres.



Premises: Approximately +/- 310,241 SF (The balance of all vacant space in the building) per the attached plan.

Lease Term: Ten (10) Years

Commencement Date: April 1, 2013

Free Rent: Tenant will pay no base rent until October 1, 2013
Tenant will be required to pay Operating Expenses during the free rent period.

Base Rental Rate: [REDACTED] SF NNN with 3% annual increases

Operating Expenses: Tenant shall be responsible for paying real estate taxes and operating expenses associated with the entire 310,241 SF Premises throughout the lease term. Budgeted Real Estate Tax and Operating Expenses for 2011 are as follows:

2012 Real Estate Taxes: \$0.64 per square foot

2012 Estimated Expenses: \$1.21 per square foot

Total: \$1.85 per square foot

Property Management: PM Realty Group

Base Building Work: Landlord, at its expense, shall complete the following base building work.

1. All floor cracks to be filled and smooth. No polishing to be provided. Final scope to be mutually agreed upon.
2. All existing office areas to receive new carpet and paint.
3. Ensure that interior rail line is in good working order.
4. Repair any gaps/openings in perimeter walls.
5. Deliver all base building systems in good working order.
6. Deliver the premises in "broom clean" condition.

Option to Renew: Tenant shall have two (2) options to renew for an additional five (5) year term at the then fair market rent, not less than the then current rent. Tenant shall be required to provide Landlord with twelve (12) months' prior written notice of its intent to renew.

Parking: Parking in common area with other tenants.

Signage: Signage is available on the exterior of the building. Tenant shall have the right, with signed written approval by the Landlord, to install signage at Tenant's sole cost and expense in accordance with all laws and regulations for the Town of Merrimack.

Security Deposit: Subject to Landlord's review of Tenant's financial statements and confirmation of corporate entities.

Sublease & Assignment: Tenant shall have the right to sublease or assign the Premises subject to Landlord's prior approval. Specific language to be outlined in the lease document.



Brokerage:

Provided a lease between Landlord and Tenant is fully executed, Landlord shall be responsible for paying brokerage commissions of 5% to Tenant's Broker, Mike Tamposi of CB Richard Ellis/New England. Landlord shall compensate its Broker, CBRE, per separate agreement.

Qualifying Conditions:

The terms and conditions of this proposal shall not be binding upon Landlord or Tenant until such a time as a lease has been fully approved by all parties, and such lease and related documents have been fully executed by both Landlord and Tenant. The purpose of this proposal is to set forth the basic business terms between Landlord and Tenant regarding a Lease and is not intended to be all-inclusive. Additional material provisions will be included in the Lease. Neither party shall be bound by this proposal until such time as both parties have executed a Lease in form acceptable to the parties in their sole and absolute discretion.

We appreciate the opportunity to provide this proposal. The existing facility is vacant and ready for your fit-up once a lease has been completed. Please do not hesitate to contact us with any questions and we look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "Roger A. Dieker".

Roger A. Dieker
Vice President/Managing Broker

Enclosure

cc: Bill Manley, Calare Properties
Phil Smith, Calare Properties
Mark Reardon, CBRE

Agreed and Accepted By:

Hat Trick Logistics LLC

Signature

CHRISTOPHER A. BROWN

Name

MANAGER

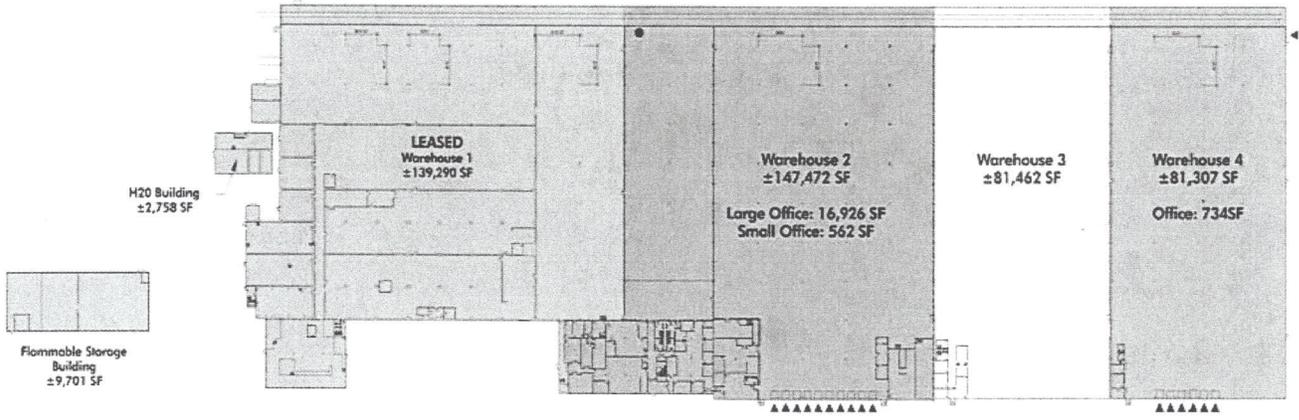
Title

6/6/12

Date

59 Daniel Webster Highway MANCHESTER, NH

FLOOR PLAN



CBRE | New England

www.cbre.com/manchester

Two Wall Street, Manchester, NH 03101

603.626.0036 Fax 603.626.0249





200 m



Map

Traffic

