

Supplier's Guide



Updated: December 2025

**For
responsible
consumption**





How to become
an SQDC supplier



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Mission:

The **Société québécoise du cannabis (SQDC)** was founded in June 2018, following passage of the ***Cannabis Regulation Act***.

The SQDC's mission is to sell cannabis with a focus on health protection in order to convert users to the legal cannabis market without encouraging cannabis use.

The SQDC and the cannabis suppliers that provide the products it sells operate in compliance with the laws and regulations established by federal legislation and by Québec's own legal framework.

The SQDC's head office is home base for more than 100 employees, all of whom are helping to build the legal cannabis industry from scratch. The company's size gives it a certain flexibility, allowing it to adapt easily to an industry still in its construction phase.



The values that guide the SQDC

The SQDC bases its actions on four core values: **responsibility, simplicity, proximity and excellence.**

These values guide all aspects of the organization, including its relations with suppliers.

Responsibility

Responsibility forms the basis of who we are. We constantly place customers' health at the centre of our actions and provide guidance to reduce the risks related to cannabis use.

We are also committed to efficiently and effectively managing our business so our profits can benefit all Québécois, most notably by funding cannabis research and prevention efforts.

In addition, we have adopted sustainable development practices to limit our impact on the community and increase our value for Québec.

Simplicity

We strive to make the right choices and solve problems at the source. Our determination to keep our processes simple and become even more efficient guides our daily operations throughout the company.

Proximity

At the SQDC, proximity is an omnipresent concept. Whether among colleagues, with our partners or through our customer guidance, we build a relationship of trust that propels us forward together.

For us, proximity is also the determination to provide high-quality, accessible service in every region of Québec.

Excellence

Every day, we work to build the SQDC by being bold and courageous. Our passion for our work and our shared desire to succeed drive us to go beyond appearances, encourage initiative and always give the best of ourselves.



The SQDC's ongoing expansion

115
stores
by the end of
fiscal 2025-2026

As at October 15, 2025, nearly 70% of Québécois who use cannabis obtained at least some of their supply from the SQDC.⁽¹⁾

To continue attracting users to the legal cannabis market and retaining them there, the SQDC is continuing to gradually expand its store network in every administrative region of Québec and to introduce various online initiatives aimed at increasing accessibility to safe legal cannabis for all Québécois.

The initiatives include expanding the home delivery options: same-day delivery (offered in the greater Montréal area), the 90-minute express delivery service (now available in nine regions of the province) and the regular Canada Post service (available across Québec). To those can be added in-store pick-up of online orders and extended opening hours for some 20 stores.

To better compete with the illegal market, the SQDC is expanding and adapting its offer in response to market demand and in keeping with its mission—for example, by adding new products and product categories sought by customers.

(1) Result drawn from the 2025 edition of the *Enquête québécoise sur le cannabis (EQC)*, a survey on cannabis in Québec conducted between February and July 2025 and involving 15,103 respondents, and on the changes in cannabis use habits compared with the preceding edition.



Compliance with current laws and regulations



Please refer to the tools and normative documents published by government authorities, including the following:

Important! This Supplier's Guide in no way replaces or takes precedence over the laws and regulations currently in force or that may be adopted by the relevant authorities in the future. Suppliers are required to comply with all laws and regulations at all times.

- *Cannabis Act*
- *Cannabis Regulations*
- *Cannabis Regulation Act*
- *Regulation to determine other classes of cannabis that may be sold by the Société québécoise du cannabis and certain standards respecting the composition and characteristics of cannabis*
- *Guides and tools made available by Health Canada*
- *Autorité des marchés publics (AMP)*
- *Charter of the French language*
- *Regulation respecting the language of commerce and business*
- *Consignation*



How to use this Supplier's Guide

This Guide was created to help companies interested in doing business with the SQDC to understand its philosophy, operation and requirements as well as the standards and regulations that its cannabis suppliers are subject to. Companies seeking to do business with the SQDC are encouraged to read this guide carefully to find answers to any questions they may have and ensure they meet all the company's criteria.



Supplier selection criteria



The SQDC wants to do business with suppliers that share its values and are interested in building a collaborative relationship based on trust.

The SQDC seeks serious suppliers committed to producing quality products. The SQDC also wants to continue offering prices that are competitive but don't commodify the product so the company can increase the conversion rate from the illegal market to the legal market, all while paying a fair price to suppliers and remaining true to its mission.

Suppliers that work with the SQDC should also be aware of the preferences of Québec consumers and of the specific features of the Québec market.

Suppliers are required to scrupulously comply with all provincial and federal laws in effect, including all French language requirements. The SQDC also hopes to do business with responsible suppliers that share its focus on Québécois' health and safety.

5 Supplier selection criteria (cont.)

Suppliers are expected to act ethically and with integrity and loyalty. Their company should be respectful of people and the environment.

They are also required to comply with the [Code of Conduct for SQDC Suppliers](#), downloadable from SQDC.ca.

Suppliers from across Canada can do business with the SQDC, provided they hold all licences and authorizations required by the government authorities at the time they submit new products. For more information, please see the “How to become an SQDC supplier” section of this guide.

6 The SQDC's local purchasing policy

In its [Sustainable Development Action Plan 2024-2028](#), the Société québécoise du cannabis has set itself the objective of giving customers who want to buy locally access to Québec products that are clearly identified as such so they can select them. By 2028, the company aims to have a product offer in which at least half of the products in the targeted categories bear a Québec product identifier.

By 2028

50%

Percentage of products bearing a Québec product identifier

7 Québec Grown Identifier

The SQDC has developed an identifier that makes it easier to know which products in its stores and on its website are made from Québec-grown cannabis.

To obtain the *Québec Grown* identifier, the product must meet the following criteria:

1. Be composed of cannabis grown mostly (65%) in Québec;
2. Come from a supplier that has signed an undertaking certifying the Québec-grown ratio for each product claiming the identifier; and
3. Be traceable and come from a supplier that can provide traceability data for each lot grown and each year upon request by the SQDC.



The SQDC is proud to provide a special place for its Québec partners and for products grown in Québec.

The identifier is currently used for the following product categories:

- Dried flowers
- Ground
- Prerolleds
- Hash
- Kief



How to become an SQDC supplier



Cannabis suppliers are required to meet a number of legal requirements. To become a supplier of the Société québécoise du cannabis, they must also offer products aligned with the company's needs. That is why the SQDC seeks to establish, from the outset, a collaborative relationship in the cannabis production project. Here are the main requirements.

1

Main prerequisites for bringing a cannabis product to market

The first step toward qualifying for doing business with the SQDC is to obtain:

- 1.1 an authorization to enter into a contract from the Autorité des marchés publics (the "AMF") as required under section 26 of the *Cannabis Regulation Act*;
- 1.2 a Health Canada licence for processing retail products in order to sell and distribute cannabis as provided in the *Cannabis Act* and *Cannabis regulations*;
- 1.3 a numéro d'entreprise du Québec (NEQ, Québec enterprise number) issued by the Registraire des entreprises du Québec and GST and HST numbers; and
- 1.4 a cannabis licence from the Canada Revenue Agency and registration in the cannabis product stamping program under the *Excise Act, 2001*.

The AMF is an independent body that oversees financial markets in Québec. Its mission includes ensuring that companies awarded contracts by the Québec government meet the high standards of integrity which the public is entitled to expect by, among other things, issuing authorizations to enter into contracts as provided under the [Act respecting contracting by public bodies](#).

Suppliers wanting to submit products to the SQDC should have the above-mentioned documents on hand and be able to provide them to the SQDC upon request.

2

Initial contact with the SQDC

The SQDC strongly encourages suppliers to read this guide in its entirety and the documents titled [Product Call Guide - Merchandising Process](#) and [Retail Sales Prices at the SQDC](#) before contacting any SQDC team members, as it is likely that the answers to most questions will be found in them.

After reading all the documentation mentioned above, a cannabis supplier may, during the product submission periods, fill out the cannabis product submission form linked to below:



Online product submission form

For answers to any remaining questions, suppliers can contact the team responsible at strategie_commerciale@sqdc.ca.

3

Other legal and regulatory requirements

Suppliers are required to have a place of business in Canada.

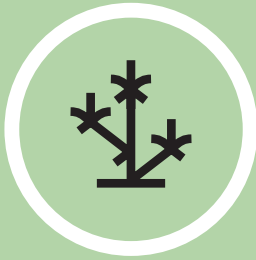
Suppliers must also be in compliance with all regulations, laws, decrees, orders and other edicts issued by the federal, provincial and municipal governments regarding performance of the contract and with the applicable SQDC policies, codes and directives, including the Code of Conduct for SQDC Suppliers, especially as regards conflicts of interest, advertising and public announcements.

Contracted suppliers must obtain and maintain, at their own expense and for the full duration of their business relationship with the SQDC, all required permits, licences, certificates and authorizations.

They must also pay all duties, taxes and other fees required by law in order to sell its products at the SQDC, including the federal excise duty applicable to cannabis products.



Commercial Strategy



To ensure it has a refreshed offer that meets customer needs, the SQDC conducts three assortment refresh cycles a year. When products are selected, the SQDC prioritizes clear, frequent and transparent communications with its partners.

The product categories are renewed at different frequencies based on their type, as detailed below. Product launches are then done on a monthly basis, depending on the merchandising block the products belong to. To see the full 2026-2027 schedule, please refer to the [Product Call Guide – Merchandising Process](#).

3x	<ul style="list-style-type: none">→ Dried flowers in 3.5 g and 28 g formats→ Pre-rolleds and infused pre-rolleds
1x	<ul style="list-style-type: none">→ Dried flowers in 1 g and 15 g formats→ Hash→ Ready-to-drinks→ Ground→ Kief, resin, rosin→ Oils, sprays and capsules→ Ready-to-eats, oral strips, cooking ingredients and infusions→ Accessories

Please note that the cannabis vaping product category, launched in November 2025, is currently excluded from the renewal block.

1 Retail strategy



Once a product is selected by the SQDC, it is introduced either both in selected stores and on SQDC.ca or only on SQDC.ca, except for new stores opened since May 13, 2024.

2 Accessory suppliers



Suppliers of accessories for cannabis use (rolling papers, lighters, grinders, etc.) do not have the same legal obligations as cannabis suppliers. To do business with the SQDC, companies that sell only cannabis accessories do not need a Health Canada licence or an authorisation to contract from the AMP.

That said, the SQDC does require all its suppliers to maintain a high level of integrity.

The Société québécoise du cannabis offers customers a limited range of accessories purely for convenience's sake. The SQDC has decided to focus on cannabis products rather than cannabis-related accessories, as the latter are already sold to consumers at several specialized shops across Québec.

2

Accessory suppliers (cont.)

The SQDC evaluates and refreshes its accessory offer once a year, during the fall merchandising block. Note, however, that this does not apply to vaping batteries as that category is currently excluded from the product refresh cycle.

Cannabis accessory suppliers should also pay special attention to the French-language labelling requirements and comply with the provisions of the [Charter of the French language](#) and associated regulations. All text on the accessory, its label and its packaging and in any accompanying document must be in French. A version in another language can accompany the French text, provided the French text is at least as prominent as the text in the other language.

3

Types of products sought by the SQDC

Suppliers seeking to work with the SQDC should have one or more products with the potential to satisfy Québec consumers while also being conducive to lower-risk use.

In the dried cannabis category, the company wants to offer quality products with adequate moisture content and optimal freshness.



The SQDC will give preference to suppliers that can guarantee minimal variation in their products' THC and CBD content.

It should be noted that the SQDC's top-selling products, irrespective of category, are dried cannabis flowers in 3.5 g packages. The 28 g packages are for individuals who already consume large amounts and might otherwise turn to the illegal market. However, such products should not encourage users of smaller quantities to buy more. Cannabis products sold in 28 g packages are therefore offered in that size only and may not be sold in any other size. The SQDC also sell dried flower products in 1 g and 15 g packages.

Québec cannabis users also want to find at the SQDC products such as ground flowers, prerolleds, infused prerolleds, vape cartridges, oils, oral sprays, capsules, oral strips, hash, kief, resin and rosin. Ready-to-drinks, infusions, edibles and cooking ingredients are also sold. **Note, too, that the SQDC wants to offer products at every THC level, including moderate (low) and medium.**

To meet customers' changing needs and thereby carry out its mission, the SQDC may eventually add other types of product to its offer.



Interested in developing edible products or other product categories that are not currently sold at the SQDC and comply with the Act and Québec regulations?

→ **If you would like to bring to market products that meet these criteria, please contact the SQDC at the following address:**
strategie_commerciale@sqdc.ca

4 Products sold at the SQDC



The SQDC sells the following types of product to consumers:



DRIED CANNABIS	EXTRACTS	EDIBLES	DRINKS	ACCESSORY
<ul style="list-style-type: none"> Dried flowers Ground Prerolleds 	<ul style="list-style-type: none"> Oils Oral sprays Capsules Hash Kief Oral strips Resin and rosin Infused prerolleds Vape cartridges 	<p>Unappealing to people under 21</p> <ul style="list-style-type: none"> Cooking ingredients Ready-to-eats 	<ul style="list-style-type: none"> Ready-to-drinks Infusions 	<ul style="list-style-type: none"> Rolling paper, cones and tips Lighters Grinders Hand and water pipes Hash pipes Steel screens Water pipe attachments Water pipe replacement parts (bowl, stem) Vape batteries

5 Legal framework and products banned from sale in Québec



Québec's legal framework regarding cannabis is based on the principal of precaution.

It prohibits the SQDC from selling cannabis for topical use.

Like federal regulations, it also bans **edible products that are appealing to young people**. However, it also goes further by adding candy, desserts and chocolate, which are considered **intrinsically appealing to young people**.

The THC content in cannabis products may not exceed 30.0% weight for weight (w/w). Edible products are exempted from this requirement.

The distinguishable portion unit of edible cannabis products may not contain more than 5 mg THC. Moreover, irrespective of the number of distinguishable portion units contained in a package, the quantity of THC per package may not exceed 10 mg.

Edible cannabis products in liquid form may not contain a quantity of THC greater than 5 mg per container.



Important reminders

Minor cannabinoids

The term **minor cannabinoids** refers to all non-THC and non-CBD cannabinoids. The term **intoxicating minor cannabinoid** is used for minor cannabinoids that generate a significant degree of intoxication when consumed. The SQDC will adopt the designation of intoxicating minor cannabinoids established by Health Canada, which, at the publication date of this guide, include CBN and THCV.

Minor cannabinoids can occur naturally in cannabis flowers. They are usually found in smaller quantities than THC and CBD, though phenotype research and growing/curing methods may increase the proportion in the future.



Any added minor cannabinoids must be declared to the SQDC when the product is submitted.

The SQDC also encourages suppliers to declare the **minor cannabinoids naturally present in the product**. The company **requires such a declaration** when that presence is the result of an intentional phenotype or growing/curing methods or when the levels are significant and known to the producer. The declaration should be made to the SQDC when the product is submitted or, once an agreement has been signed, as soon as the producer becomes aware of the information.

The levels and quantities of all the minor cannabinoids added to the product or naturally occurring in the product in significant quantities should be shown on the product label. For intoxicating minor cannabinoids, the information should be displayed identically to how the THC and CBD are displayed.

Selection of the products that make up the SQDC's product offer is based on established criteria and the major cannabinoid (THC and CBD) ranges. In keeping with its focus on health protection, the SQDC also wants to be aware of the minor cannabinoids present in its products.

In view of the current state of knowledge about minor cannabinoids, the SQDC wants to act with great prudence in offering cannabis products that may contain them.

That is why the **minor cannabinoid concentration or quantity** is subject to the following requirements:



- It may not be dominant. Only major cannabinoids (THC and CBD) can be dominant in a product.
- For THC-dominant products and THC/CBD-balanced products, it may not exceed the product's THC range.
- For CBD-dominant products, it may not exceed the product's CBD range or, if the product's CBD concentration or quantity exceeds that, the regulatory limit for THC for the product category.

The total concentration or quantity of intoxicating cannabinoids, obtained by combining the intoxicating minor cannabinoids and the THC, may not exceed the regulatory limit set for THC.



Important reminders (cont.)



The SQDC can also refuse or withdraw any product that contains a specific minor cannabinoid whose concentration or quantity is deemed by the SQDC to present an unacceptable level of risk.

Aimed at reducing use-related risks and giving SQDC customers the additional information they need to make informed decisions before using a cannabis product, these requirements are part of the company's broader effort to encourage responsible use.

Added terpenes



Cannabis extracts and products that contain extracts can also contain added terpenes. When submitting a product, suppliers must:

- Declare all added terpenes, specifying the amount of each and the total amount;
- Attest that the only terpenes found in the product are naturally occurring or naturally extracted and added cannabis terpenes. No synthetic terpenes may be added.

Whatever the source or quantity of added terpenes, the product must retain its **characteristic cannabis aroma**. Its odour and flavour may not be denatured by the added terpenes.

Variation in the cannabinoid and terpene content is allowed only if due to the nature of the extract (resin, rosin, etc.). The quantities of any added ingredients like natural terpenes and distillates may not vary.

On request by the SQDC, the supplier must provide it with a copy of the **certificate of analysis** that includes the analysis of the total terpenes present in the product.

For **vaping products**, the SQDC also requires stability in the extraction process and in the extract's formulation and characteristics, in particular its viscosity, cannabinoid content and terpene content. The SQDC insists on consistency in the product's quality and the experience of use.

Products that do not meet any of the above requirements will be refused.



Questions?

Please contact the
Commercial Strategy team:



strategie_commerciale@sqdc.ca

7 Submitting new products

For information about the merchandising cycle and new product submissions, please refer to the following document:

 **Product Call Guide – Merchandising Process**

8 Submitting new product listing items



When a new product is confirmed for sale in one of the sales networks, the supplier has to submit the complete listing items for it to the Retail Strategy team. For a product to be listed, the items must be submitted by the deadline set by the SQDC. A detailed guide (in French only) is also available on request from the team: strategie_commerciale@sqdc.ca.

The new product submission, approval and listing process aims to provide Québec customers with a fair and balanced product offer across all categories and price bands.

It should also be noted that the SQDC selects products in accordance with its mission to convert users of the illegal market while maintaining a focus on health protection.

Do not hesitate to contact us if you have any questions about the process:

 **strategie_commerciale@sqdc.ca**

→ Please note that the SQDC reserves the right to review or change its current cannabis selection process at any time.

9 Product listing or attribute adjustment fees

The product listing fee is \$500 per product (SKU), regardless of the product category. The fees are invoiced in the 30 days following the listing and deducted from the amount billed to the Société québécoise du cannabis.

The SQDC reserves the right to drop any producer or their product from its catalogue if they are deemed unacceptable by either the SQDC or the relevant authorities under current laws and regulations. This may be done at any time and is at the producer's expense. The SQDC also reserves the right to drop a previously selected product whose product information sheet and other required items have not been submitted by the above-mentioned deadlines or whose submitted items fail to meet the SQDC's requirements.

10

New product notice



To ensure all new products are compliant, the SQDC requires the supplier to provide a Health Canada confirmation of receipt of the new cannabis product notice required under section 255 of the [Cannabis Regulations](#). This confirmation is mandatory and should be provided to the SQDC when submitting the product listing items.

11

Quality and safety control



Each supplier is solely responsible for ensuring it complies with all Health Canada standards and product quality and safety requirements.

The Société québécoise du cannabis reserves the right, in case of doubt or for any other reason, to have the cannabis products analyzed to ensure they are in compliance with all applicable laws, regulations and standards and with all SQDC requirements, including those specified in the release order. If the products are deemed non-compliant and/or fail to meet all of the SQDC's criteria, the SQDC may withdraw the product from sale, require that it be taken back or recalled by the supplier, and drop it from the planogram, all at the supplier's expense.

The supplier also has to credit the SQDC for such products.



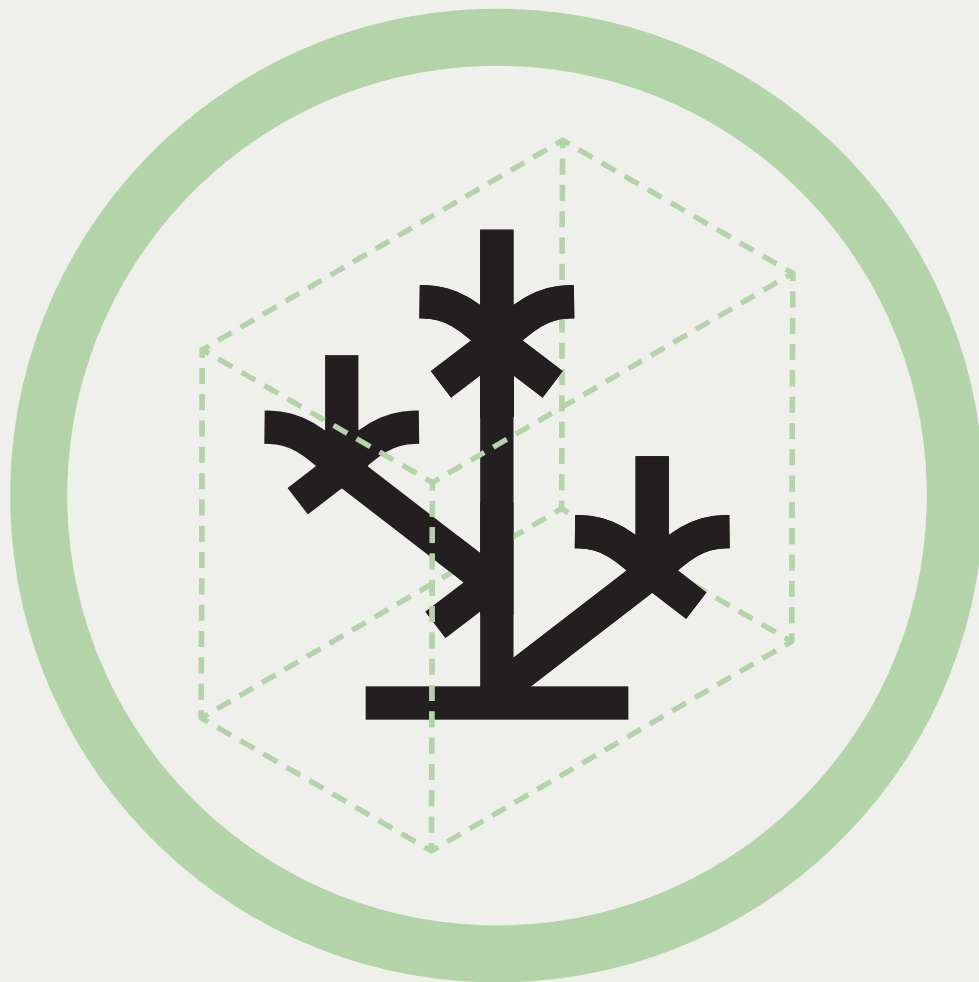
Under no circumstances does the SQDC in any way release the supplier from its responsibility regarding the quality assurance of the products it brings to market, whether or not the SQDC decides to check samples. The supplier remains fully responsible for ensuring the quality and safety of its products. The quality and safety of the products it markets must be guaranteed by the supplier.

12

Visits to suppliers' facilities



At the request of the Société québécoise du cannabis and subject to written notice being provided reasonably far in advance, suppliers shall allow SQDC representatives to visit their facilities and inspect any location where products are grown, transformed, packaged or shipped. The purpose is to allow the SQDC to ensure that the supplier is in compliance with the terms and conditions of the release order and with all applicable laws, regulations and standards.



Commercial Strategy Packaging

13

Mandatory information

Suppliers doing business with the Société québécoise du cannabis must include on their packaging all information required by Health Canada. Any products not in compliance with Health Canada's [Packaging and Labelling Guide for Cannabis Products](#), the [Cannabis Regulations](#) and the SQDC's own requirements will be returned to the supplier at the supplier's expense.

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Product trade name and information on the label

The SQDC favours product and brand names and that are French-sounding. However, when the name of the strain (cultivar) is used as the product name, it does not need to be francized if doing so would risk confusing customers. Before translating or adapting a strain (cultivar) name into French, suppliers should contact the SQDC's Commercial Strategy team.

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GS1 (Global Standards 1)



GS1 is a global standards organization that develops and manages the assignment of product prefixes (standardization of coding used in the global logistics chain). In Canada, it is an impartial, not-for-profit association that develops and maintains global standards aimed at improving the efficiency, safety and visibility of supply chain practices.



Products listed at the Société québécoise du cannabis are required to meet all GS1 standards.

This ensures the product can be "read" (using a barcode) at the various points of sale. The product number must contain a GS1-assigned company prefix (sometimes called a manufacturer prefix).

After you submit your barcodes, GS1 assesses their validity (visual inspection and checking of the barcode for the GTIN code, the application identifiers and the sequence) and, if everything checks out, issues a declaration of conformity, which you have to forward to the SQDC.

We recommend not starting product packaging until the SQDC's Commercial Strategy team has formally approved the samples.

This ensures you won't be faced with a distribution refusal due to the non-compliance of one or more aspects.

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Product barcodes

Visit:



www.gs1.org

for detailed information
on the various types
of barcode.

Canadian cannabis stakeholders and the members of the cannabis task force have concluded that implementation of GS1 barcodes across the industry should be harmonized to ensure it is the only form of barcodes used in the Canadian cannabis industry. It has therefore been agreed that current barcodes will migrate to Data Matrix by January 1, 2026. For more information about the requirements of this barcode, please contact GS1 Canada.

The presence of a second, UPC-A type barcode is undesired. If one is necessary for the producer's operations, it should be properly positioned.

- The two barcodes should be placed far from each other to ensure optimal reading.
- The barcodes should include the following data in the following order: GTIN (Global Trade Item Number), packaging date and lot number.
- As application identifier (01) has 14 digits and as we have adopted a 12-digit GTIN for our sales units, the 12-digit GTIN must be preceded by two (2) zeros in the barcode coding.



For cannabis-containing ready-to-drinks, suppliers must also have completed the appropriate process with the Quebec Beverage Container Recycling Association (QBCRA), the producer responsibility organization (PRO) designated by the government (Recyc-Québec) to ensure beverage containers meet all regulations and requirements for the Québec deposit system.



The SQDC reserves the right to refuse any product **that does not meet the barcode requirements, in which case the supplier will be responsible for taking back the product at its expense.**

17

Data Matrix 2D barcode rules (Human Readable Interpretation [HRI])



(01) 00068780 000108
(17) 301231
(10) ABC123

Example:

- 030102

Human Readable Interpretation (HRI) rules have been proposed by GS1 to standardize print requirements and provide an alternative when barcodes are unreadable by scanners.

Here are the standards for printing readable characters for Data Matrix symbology, which is used for product identification barcodes.

→ **The proposed solution is to print three data strings under the barcode in the following order:**

- GTIN, packaging date and lot number.
- If there is not enough space under the product's barcode, an alternate solution is to print the GTIN under the barcode and print the packaging date and lot number elsewhere on the product packaging.
- The packaging date must be the same everywhere on the product packaging, on the shipping case label and in the data encoded in the sales unit barcodes and shipping case barcodes.

→ **The packaging date must be at least six digits long and structured as follows:**

- Year (e.g. 2003 = 03)
- Month (e.g. January = 01)
- Day of month (e.g. 02).



For more information,
please contact GS1

→ **Industry Support Services team** at info@gs1ca.org or 1 800 567-7084;

→ **Global Standards team** at gtinombudsman@gs1ca.org; or

→ **Michel Boucher**, Vice-President, Community Engagement and Strategic Partnership, at michel.boucher@gs1ca.org.

Sections 15, 16 and 17 of the SQDC Supplier's Guide are provided for information purposes only GS1 Canada is the only organization that can assist suppliers in such matters.

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Excise stamps



Under the federal government's [Excise Duty Framework for Cannabis](#), cannabis suppliers are required to hold a cannabis licence issued by the Canada Revenue Agency and to register for the cannabis product stamping program in order to be able to purchase the cannabis excise stamps that must be affixed to their products.

The stamp must be securely attached to the product and not detachable, though it should tear apart when the product packaging is opened. Special care should be taken with tube-type packages (e.g. prerolleds) and refrigerated cannabis drinks.

The sale of low-THC products, as defined in section 2 of the [Excise Act, 2001](#), by the SQDC is subject to different requirements. These products are exempted from the excise stamp requirement but are nonetheless required to be sealed with a blank white stamp, unless they already have a safety seal, in order to guarantee that the product has not been altered.

The SQDC reserves the right to refuse any low-THC cannabis product that does not meet these requirements, in which case the supplier will be required to take back the product at its expense.

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Eco-responsible packaging

By 2028

80%

of packaging will meet
eco-responsible criteria

As part of its social responsibility initiatives, the SQDC has committed to reducing the environmental footprint of the containers and packaging it sells. It currently aims for 80% of its in-store packaging to meet eco-responsible criteria by 2028.

The SQDC wants suppliers to actively assist it in reaching this goal by keeping eco-responsible criteria in mind when selecting their packaging. To encourage this collaboration, it has prepared a [Responsible Procurement Guide for Cannabis Packaging](#).

To be considered eco-responsible, packaging **has to meet at least two of the following four criteria**:

1. **Recycled content**: incorporating at least 15% recycled content;
2. **Optimized design**: maximum packaging weight determined for each product category;
3. **Recyclability**: compatible with the Québec sorting and recycling system, which specifically includes P2 (HDPE) plastic, P5 (PP) plastic, metal and glass; and
4. **Local supply**: travel distance of less than 1,750 km between the packaging manufacturer and the cannabis supplier.

The thresholds mentioned above apply to **dried flowers, ground flowers, hash, kief, prerolled and infused prerolled** products. However, the SQDC encourages suppliers to think in broader terms about the eco-responsibility of their packaging.

Recycled content

To calculate the percentage of recycled content (RC) in packaging that contains various types of material, the following formula should be used:

Percentage RC =	$\frac{((\% \text{ RC material A}) \times (\text{total mass material A}) + (\% \text{ RC material B}) \times (\text{total mass material B}) + (\% \text{ RC material Z}) \times (\text{total mass material Z}))}{\text{total mass of the packaging}}$
-----------------	---

Example 1: For a #1 plastic jar that weighs 15 g with 25% recycled content and a #5 plastic lid that weighs 10 g with 0% recycled content, the calculation will be as follows:

$$((0.25 \times 15) + (0 \times 10)) \div 25 = 11\%$$

→ which doesn't reach the required 15% threshold

Example 2: For a #1 plastic jar that weighs 15 g with 5% recycled content and a #5 plastic lid that weighs 10 g with 50% recycled content, the calculation will be as follows:

$$((0.05 \times 15) + (0.5 \times 10)) \div 25 = 23\%$$

→ which exceeds the required 15% threshold

Incorporating
at least
15%
recycled
content



An official statement from the packaging manufacturer or distributor will be required in order to confirm the percentage RC.

Optimized design

Thresholds have been established for four product categories and types of packaging.

Thresholds for the
defined categories

CATEGORY A Dried flowers, ground, hash and kief (1 g to 3.5 g)	CATEGORY B Dried flowers and ground (15 g and 28 g)	CATEGORY C Prerolled and infused prerolled (1 to 7 units)	CATEGORY D Prerolled and infused prerolled (8 or more units)
<ul style="list-style-type: none"> • Pouches: 8.75 g maximum • Jars, boxes and cases: 17.5 g maximum 	<ul style="list-style-type: none"> • Pouches: 15 g maximum • Jars: 40 g maximum 	<ul style="list-style-type: none"> • Pouches: 8.75 g maximum • Tubes, jars, boxes and cases: 17.5 g maximum 	<ul style="list-style-type: none"> • Pouches: 11 g maximum • Jars, boxes and cases: 25 g maximum

Eco-responsible packaging (cont.)



Recyclable materials:

- #2 (HDPE) plastic jar
- #5 (PP) plastic jar
- metal pot
- glass jar

Recyclability

A packaging's recyclability can be influenced by many factors. To simplify its methodology, the SQDC has identified materials that have good compatibility with the Québec sorting and recycling system. Specifically, these include jars made from #2 (HDPE) plastic, #5 (PP) plastic, metal or glass.

Note that **only the jar material will be considered**, not the lid material.

Although it isn't one of the criteria, the SQDC recommends that suppliers use monomaterial packaging and, whenever possible, avoid black-coloured material, as this helps make the packaging more recyclable.

Example 1: If you have a #1 plastic jar with a #5 plastic lid, the packaging will not be considered recyclable because the jar material is not on the list of materials accepted for this criterion.

Example 2: If you have a glass jar with a #5 plastic lid, the packaging will be considered recyclable because the jar material is on the list of materials accepted for this criterion.

Local supply

To be considered local, packaging must have been manufactured less than 1,750 km from the supplier's production site. To measure the distance between the packaging manufacturer's site and the supplier's production site, we recommend entering the geographic coordinates of the two locations in Google Maps, which will display the number of kilometres travelled by a car going between the two points.

If a supplier deals instead with a packaging distributor, the supplier should ask the distributor for an estimate of the distance travelled between the manufacturer's site and the supplier's establishment.

Distance travelled from the packaging manufacturer's site to the cannabis supplier's production site:

less than 1,750 km

Example 1: If Supplier X is located in Montréal and its packaging comes from the Philadelphia area, with a distance of 750 km between the two cities, the supply will be considered local because the distance travelled is less than 1,750 km.

Example 2: If Supplier X is located in Toronto and does business with a packaging distributor in the Québec City area that imports packaging manufactured in China, the distance to be calculated would be between the manufacturer's site in China (e.g. Shanghai) and the supplier in Toronto, a distance of 11,400 km. This will not be considered local supply because the distance travelled is greater than 1,750 km.



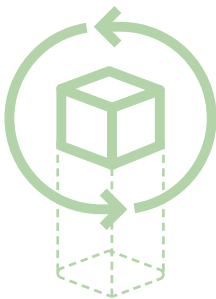
To confirm the distance travelled by the packaging, **an official statement** from the packaging manufacturer or distributor will be required.



Questions?

Please feel free to contact our social responsibility advisor, **Keven Rousseau**, for any and all questions about our eco-responsible criteria: keven.rousseau@sqdc.ca.

20 Packaging changes



A cannabis supplier that decides to alter one of its packages or the information displayed on it must provide advance notice to the SQDC and check with the appropriate bodies as to what its obligations arising from the change are. Suppliers should refer to the Canadian government's [Notice of New Cannabis Product Guide](#).

If the packaging alteration is minor and does not change the product's GTIN code, the supplier should:

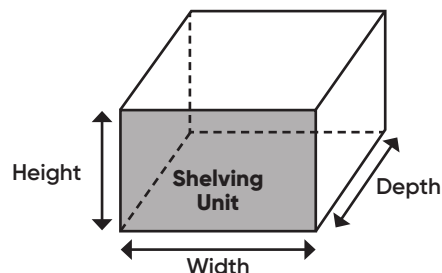
- as far in advance as possible, notify the contact for the SQDC's Commercial Strategy team about the impending change;
- send the physical packaging for the product to the SQDC's head office for approval;
- upload the new images of the packaging to the SQDC's secure information-sharing platform; and
- inform the SQDC at last four weeks before the date on which the cannabis product in the new package becomes available and establish a packaging switchover strategy with the SQDC's Commercial Strategy team.

The SQDC reserves the right to return to the supplier any cannabis product whose packaging has been altered and does not meet the requirements described in this guide, in which case the supplier will be required to take back all the products concerned at its expense. In addition, once a cannabis supplier begins shipping a product in new packaging, the SQDC will refuse all deliveries of the product in the old packaging.

21 Package dimensions – technical specifications



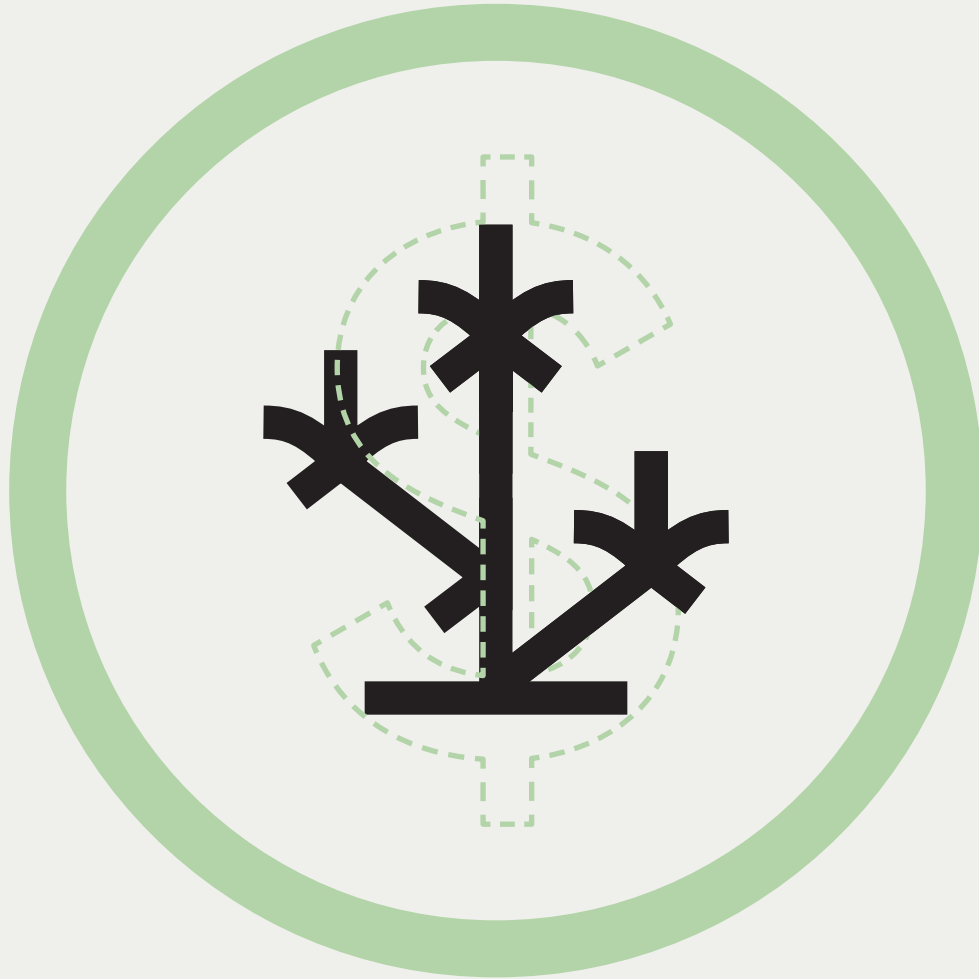
Each shelving unit for the cannabis products sold in SQDC stores measures 40 cm wide, 15 cm high and 40 cm deep. Cannabis suppliers should make sure all the packages in each product case are able to fit into a shelving unit and that product packages have a height of **less than 15 cm for rigid and flexible packaging**. Please refer to the accompanying diagram to understand how to properly measure products.



22 Product photos (for the SQDC's online sales platform)



For more information, see the SQDC's [Product Photo Technical Specifications Guide](#).



Commercial Strategy **Financial**

The SQDC's retail prices

The SQDC makes a price **calculator tool** available to you for determining the sales prices of your products.



Doing business with the SQDC



Note:

If the same product is sold in more than one format, the highest price per gram is used to calculate the prices of the other formats.



The SQDC reserves the right to update this document at any time.

When a product is submitted, the proposed price should include all the supplier's costs, including product shipping and excise taxes. The proposed sales price should also comply with the price management by category policy presented below.

The SQDC's posted sales prices are calculated using a percentage margin set for each product category. The dried flowers category also includes an additional fixed dollar-per-gram margin. All products in a given category are treated identically.

In addition, the SQDC has adopted a protective approach to the dollar-per-gram margin. Specifically, we apply the amount of the protected margin if it is higher than the base calculation.

The SQDC's posted sales prices include all sales taxes and are rounded up to the nearest tenth.

Category	Margin	Base calculation	Protected margin calculation
		Fixed margin/g	Protected margin/g
	%	\$/g	\$/g
Dried flowers (1 to 15 g)	14.9%	1.05	1.85
Dried flowers (28 g)	14.9%	0.90	1.25
Hash (1 g)	25%	-	5.90
Hash (2 g)	25%	-	4.30
Hash (3 g and over)	25%	-	3.50
Kief	25%	-	-
Resin/Rosin	25%	-	-
Ground	25%	-	1.50
Prerolleds	26%	-	2.20
Prerolleds (28 g and over)	26%	-	1.70
Infused prerolleds	30%	-	-
Oral sprays	30%	-	-
Oral strips	30%	-	-
Capsules	30%	-	-
Oils	30%	-	-
Infusions	30%	-	-
Ready-to-eat	30%	-	-
Cooking ingredients	32%	-	-
Ready-to-drink	33%	-	-
Vape cartridges	40%	-	10.40

Example with a 3.5 g dried flower product costing \$12

1) Calculation of the margin

14.9% margin $0.149 / (1 - 0.149) \times \$12 =$ \$2.10	+	\$1.05/g fixed margin $\$1.05 \times 3.5 \text{ g} =$ \$3.675	\$1.85/g protected margin $\$1.85 \times 3.5 \text{ g} =$ \$6.475
\$5.775		\$6.475	

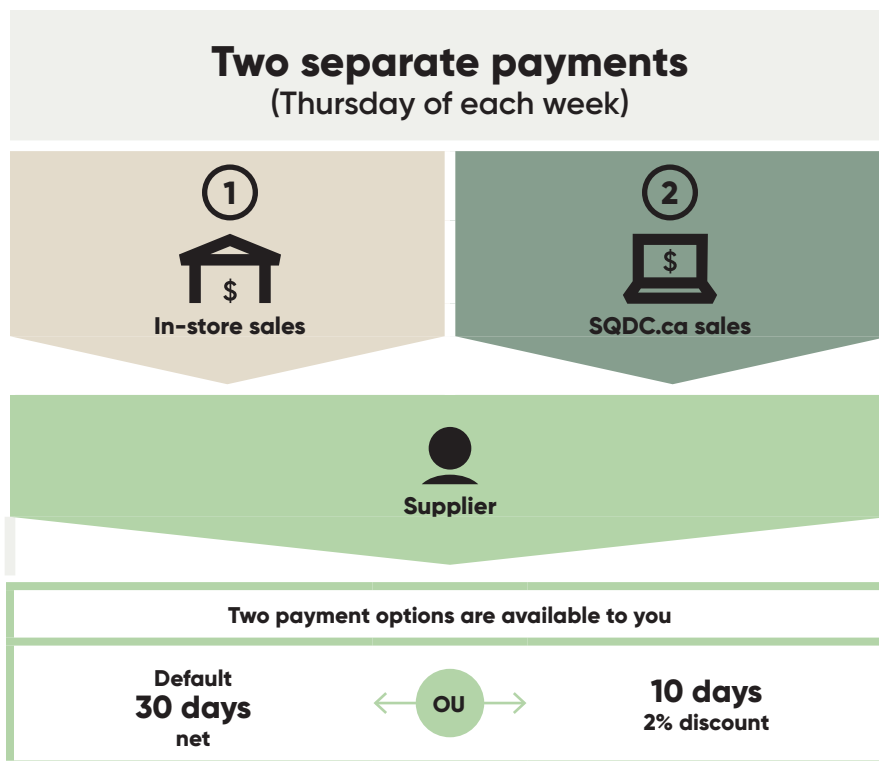
→ Price before taxes: \$12 + \$6.475 = \$18.475

2) Add federal and provincial taxes: \$18.475 × (1 + (5% + 9.975%)) = \$21.24

3) Final sales price rounded up to the nearest tenth: \$21.30

24

Payment process with the SQDC



→ You can access various reports, invoices and other financial documents via a secure data-sharing platform.



Invoices are automatically generated upon receipt of the products in our payment system.

- A product is considered to have been transferred to the SQDC once the delivery of the product inside the store has been completed.
- You do not need to send us product invoices.
- In communications about discrepancies, we use the order number as a reference. We therefore recommend that **the invoices in your system be linked to the order number.**



Payment is issued 30 days after the products are received at the store (10 days if the supplier selects that option).

→ The *listing* fee is \$500 per new GTIN. It is applied as a credit to the first payment.

24

Payment process with the SQDC (cont.)



In-store sales

Credit note request

→ When products are returned to suppliers or a price reduction agreement is reached with the procurement team:

Step 1

The SQDC sends a credit note request detailing the products, quantities per store and cost.

Step 2

The credit note is applied to the payment following receipt.

One month after the credit note is sent, if the SQDC hasn't heard back from you, you will be considered to have accepted the credit note details and have found no monetary or quarterly discrepancies at your end.

Two months after the credit note request is sent, if the SQDC hasn't received a credit note from you, a final message will be sent before the credit note amount is applied to the next payment.



SQDC.ca sales

The products are stocked on consignment and managed by Metro Green. The products are actually purchased by the SQDC only when sold to customers.

→ Every day, a PO listing the purchases made the day before is uploaded to a secure share folder.



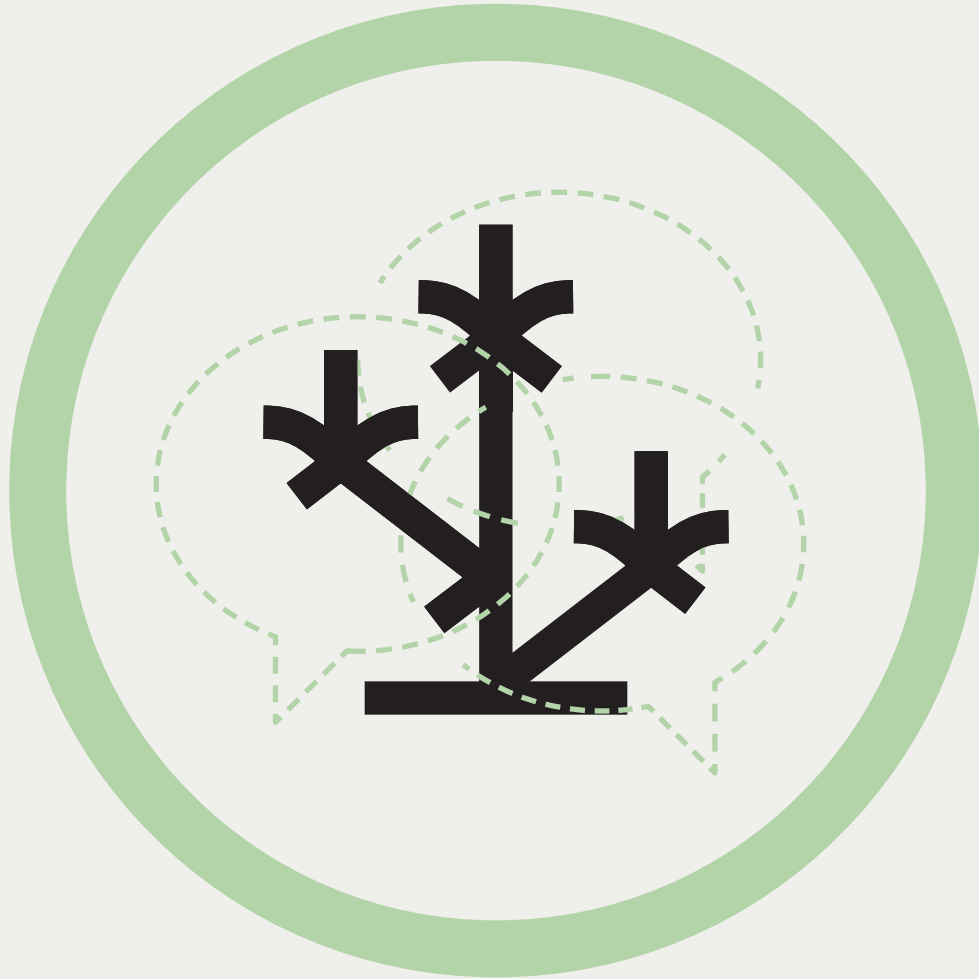
Payment is issued **30 days after purchase** (or **10 days** if the supplier has selected that option).



Example: the order had an incomplete postal address.



→ **At the beginning of each month**, a credit for orders returned to the warehouse and whose products are fit for sale is applied to the payment, based on Metro Green's return-to-inventory report. The detailed invoice is then uploaded to secure share folder.



Commercial Strategy Deposit System



**Deposit system:
how it works**

Current situation

The deposit charged on all ready-to-drinks in Québec is 10 cents.
The SQDC absorbs this charge to limit the economic pressure on its suppliers.

How it works

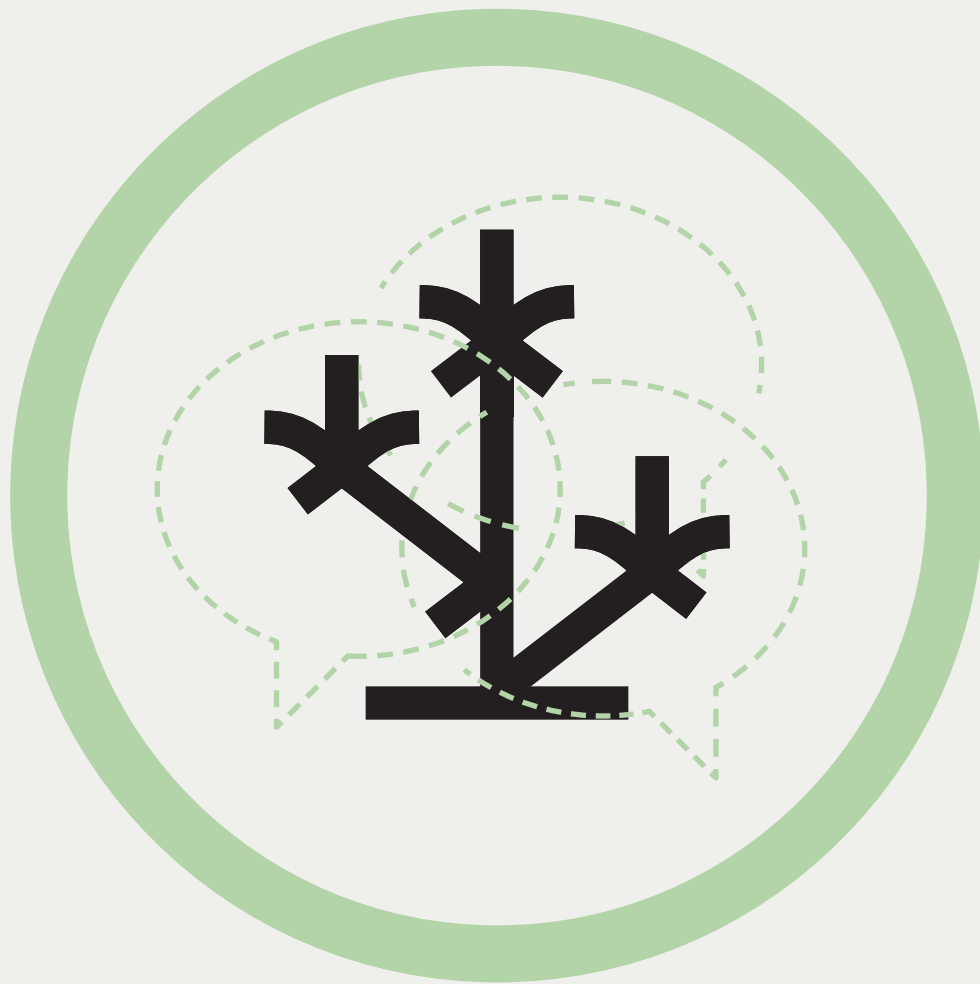
Québec suppliers are required to declare the number of deposit items sold and to pay the amount of 10 cents per deposit item through the [Consignaction](#) platform. However, for suppliers outside Québec, the SQDC remains responsible for reporting and paying the deposit amounts.

According to Consignaction, a supplier is considered to be outside Québec if it does not have a “place of business” in Québec. A “place of business” may be a head office, a greenhouse or a warehouse; it does not have to be a production site for the deposit product.

To ensure fairness, the SQDC will issue a credit of 10 cents per deposit item sold to Québec suppliers required to pay Consignaction directly.

In effect since July 2024

Deposit amount	10 cents
Declaration, Consignaction and payment	<p>The SQDC declares and pays the deposit amounts for non-Québec suppliers only.</p> <p>Québec suppliers declare and pay the deposit amounts to Consignaction.</p>
Credit	The SQDC issues a credit to Québec producers to compensate for the deposit amounts paid to Consignaction.



Commercial Strategy Communication

The cannabis industry is growing rapidly and the SQDC is pleased to see suppliers investing in corporate communication initiatives and digital communications.

It is important to maintain the trust of the public and the authorities that we have worked together to build.

Any news release or other form of public announcement that mentions the SQDC or could have an impact on its reputation or that of the Québec cannabis industry must be approved in advance by the SQDC, particularly as applies to its content and publication date. All requests should be submitted in French to the office of the Vice-President, Responsible Merchandising and Supply Chain.

The following guidelines apply to all public communications:



- The announcement must comply with the legal and regulatory framework currently in place in Canada and Québec.
- It is important to remain factual and accurate about the nature of the agreement with the SQDC. A letter of intent and a signed agreement are two very different things and the announcement must be clear about that.
- The content should be sober and factual, particularly when referring to products.



- The announcement may not be of a promotional nature or encourage cannabis use.
- Expressions descriptive of product quality, including "high-end," "premium," unique terpene profile" and "superior," should be avoided.
- Any direct or implied claim of medical benefits is also to be avoided: "improves sleep," "reduces anxiety," etc.
- The SQDC also requests that the announcement not disclose the quantities delivered to the SQDC or specific delivery dates. The unexpected can happen to anyone.
- The SQDC does not provide statements and may not be quoted in suppliers' communications.

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Product information for employees and customers

The SQDC offers suppliers the option of sharing information about their company and products with the store network through information sheets, an initiative entirely up to the supplier.

It should be noted that, under current regulatory framework, all educational content must be factual and free of any promotional or lifestyle elements.

To take part, suppliers should submit a screenplay or script to soifdeculture@sqdc.ca before filming. The SQDC will look at the proposed content and, if necessary, provide feedback for adjustment. Once the content has been approved and the video produced, the supplier should send it to the SQDC at the same email address, which will distribute it to its teams.

New for customers

Suppliers can now include QR codes on all types of product and on information inserts in product packages, subject to regulatory requirements. This information is not intended for employees, who will continue to refer to the information shared on official channels by the SQDC.



QR CODES

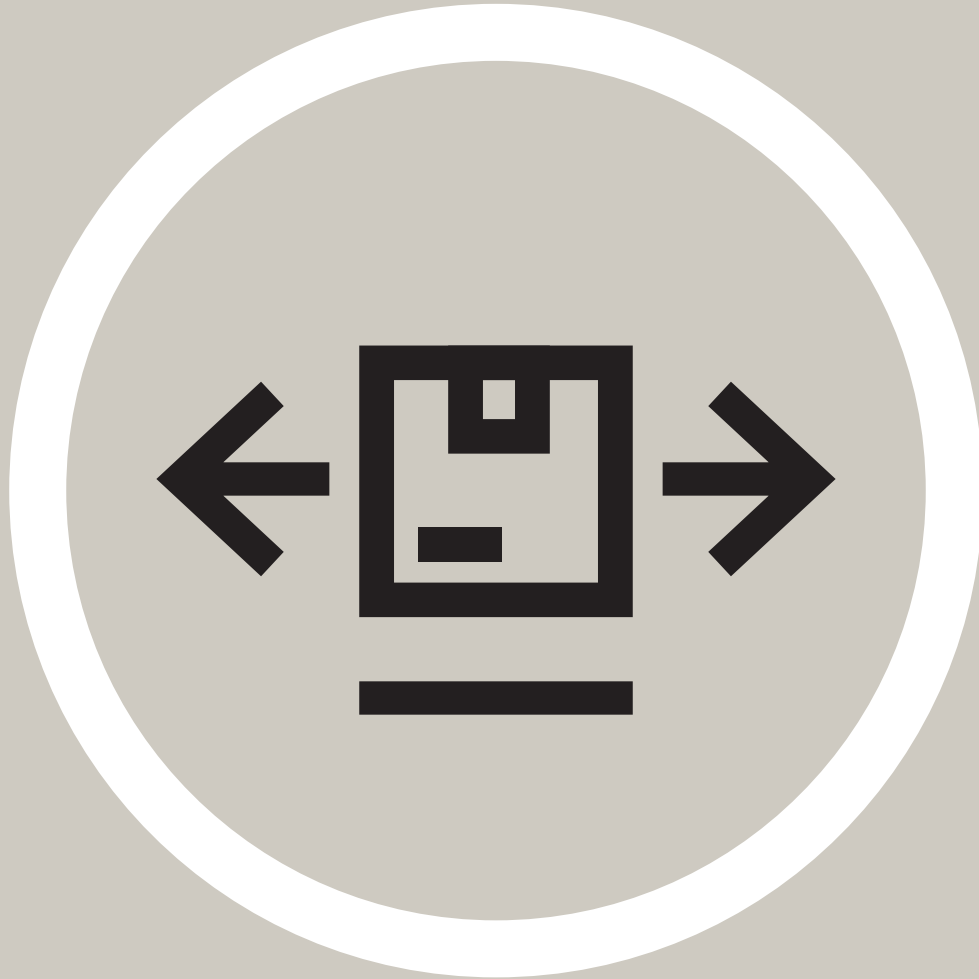
- QR codes may direct users to a website or other information.
- The SQDC does not check the content available via the QR code. The supplier is responsible for ensuring that it complies with current laws and regulations.

INFORMATION INSERTS

- These information sheets must be approved by the SQDC before being placed in product containers.

? Questions?

Please contact soifdeculture@sqdc.ca

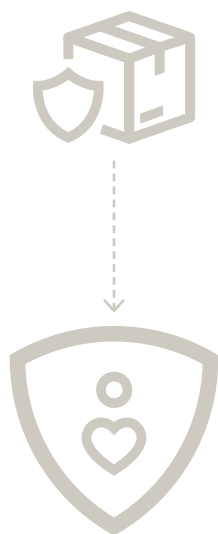


Procurement

1 General procedure

When a supplier enters into an agreement with the Société québécoise du cannabis, a planner from the company's procurement team is assigned to the file. The planner's job is to provide the supplier with the information required to guide it in meeting the SQDC's procurement needs. A demand-planning and procurement cycle will be set up with the supplier in order to facilitate collaboration and operational performance.

2 Product compliance



The SQDC is committed to selling quality products to its customers.

In addition to the specific cases mentioned elsewhere in this guide, the SQDC reserves the right to refuse:

- ❌ any dried flower, prerolled or ground product that was packaged for sale in its final form more than three (3) months earlier or any other cannabis product packaged for sale in its final form more than six (6) months earlier or before any other shorter period set by the supplier or the SQDC based on the product's characteristics;
- ❌ any product with an SQDC shelf life of less than 90 days;
- ❌ any product outside the THC and CBD ranges established with the supplier. Products with a THC or CBD content below the lower limit of the range or 1% or more above the upper limit will be deemed unacceptable;
- ❌ any product deemed unacceptable for quality reasons (improperly dried, showing mould, exhibiting a manufacturing defect or delivered in damaged packaging);
- ❌ any product lots with a significant presence of seeds or other extraneous material;
- ❌ any product lacking an excise stamp or, for low-THC products, a blank stamp or safety seal;
- ❌ any product that it deems to be in violation of current laws and regulations (appealing, bearing a promotional message, etc.);
- ❌ any product that does not meet the product compliance requirements or was shipped in packaging not compliant with current standards; or
- ❌ any product that was previously returned under the Société québécoise du cannabis merchandising policy then in effect, though only when the SQDC deems the product to be unsafe or unfit for use.

Products refused by the SQDC will be quarantined for collection by the producer at the stores concerned or at Metro Green (for online orders). The producer undertakes to take back and destroy the refused products at its expense, to credit the SQDC for any related costs the SQDC may have incurred and to indemnify the SQDC and hold it harmless from any claim arising from the return.

SQDC suppliers also undertake to provide any and all proof of product compliance requested by the SQDC.

3

Product recalls

Suppliers are required to notify Health Canada and the SQDC of any non-compliant products. The products will be quarantined until Health Canada issues an official directive.

To enable the SQDC to make the necessary preparation and communicate efficiently with the persons involved, suppliers shall:

- **Inform the SQDC at the first possible moment** when the recall or voluntary recall of a product is planned or a situation possibly leading to one is identified and provide a summary of the circumstances;
- **Immediately inform the SQDC** when the recall or voluntary withdrawal of a product is confirmed and forward all necessary information so the SQDC can take swift action and effectively inform its team members and customers.

If Health Canada deems a product to be non-compliant or if the supplier decides to voluntarily issue a product recall, the supplier will be required to collect, at its expense, all quantities of the product that have been shipped to the SQDC. The supplier will also be responsible for collecting any recall-related returns from buyers.



Note that all suppliers are required to have in place a traceability system that allows cannabis to be tracked over its entire journey, from production through delivery.

Each product must have a lot number visible on the unit and the case. Suppliers are also required to keep detailed documents on product movements and provide this information to the SQDC on request.

4

The SQDC returns policy



The SQDC accepts—with conditions—returns of unfit products for exchange or, in some cases, reimbursement. Products returned due to unfitness or non-compliance will be returned to the supplier for destruction, at its expense, and credited to the SQDC.

Other terms and conditions for returns and exchanges may be applied in exceptional cases. Suppliers will be provided with the detailed terms and conditions for all product return cases from time to time, most notably in the terms and conditions of restocking contracts and via occasional communications.

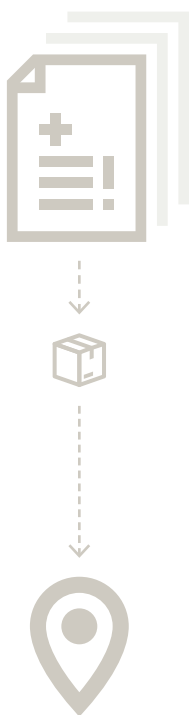
For the complete SQDC returns and exchanges policy, see:



Return Policy

The SQDC reserves the right to review or change its product returns policy at any time. By choosing to do business with the SQDC, suppliers acknowledge and agree to comply with the conditions in effect, as defined and updated from time to time by the SQDC.

5

Stocking
SQDC stores

All orders for products to be sold at an SQDC store are made via a release order issued by the SQDC to the supplier (see the sample release order in [Appendix A](#)).

The release order states the quantity of the products ordered by the SQDC that are required for store-stocking purposes on the specified date.

The SQDC sends release orders to the supplier periodically, but not more than twice a week, based on the restocking requirements of its stores. The supplier undertakes to have the product delivered to stores on the dates specified in the order releases. In the event a supplier is unable to ship products on the requested dates and/or in the requested quantities, it should inform its procurement analyst.

The products remain the property of the supplier until they have been delivered to a store and the acceptance of delivery is signed, at which point they become the property of the SQDC.

The supplier undertakes to deliver the products in the quantities specified on the release order. The supplier should not deviate from the agreed-on quantities in the release order for each store. Generally speaking, suppliers should plan on delivering their products once or twice a week to maintain an adequate supply at SQDC stores, which do not have space to store large quantities of product.

Orders can be delivered from Monday to Friday between 10 a.m. and 4 p.m. or during a time window pre-established by the SQDC. The supplier should inform Logistics of any late deliveries as soon as possible and any delivery outside the time window may be refused and postponed to the next delivery day. Due to the limited storage space, products should be delivered to stores in cases, not on pallets. Each case should contain only products from the same lot and with the same packaging date. Cases should be filled to capacity; partially filled cases will be refused.



In addition to delivering the quantities specified in the order releases for the stores, the supplier should also deliver to Metro Green the quantities requested for online sales.

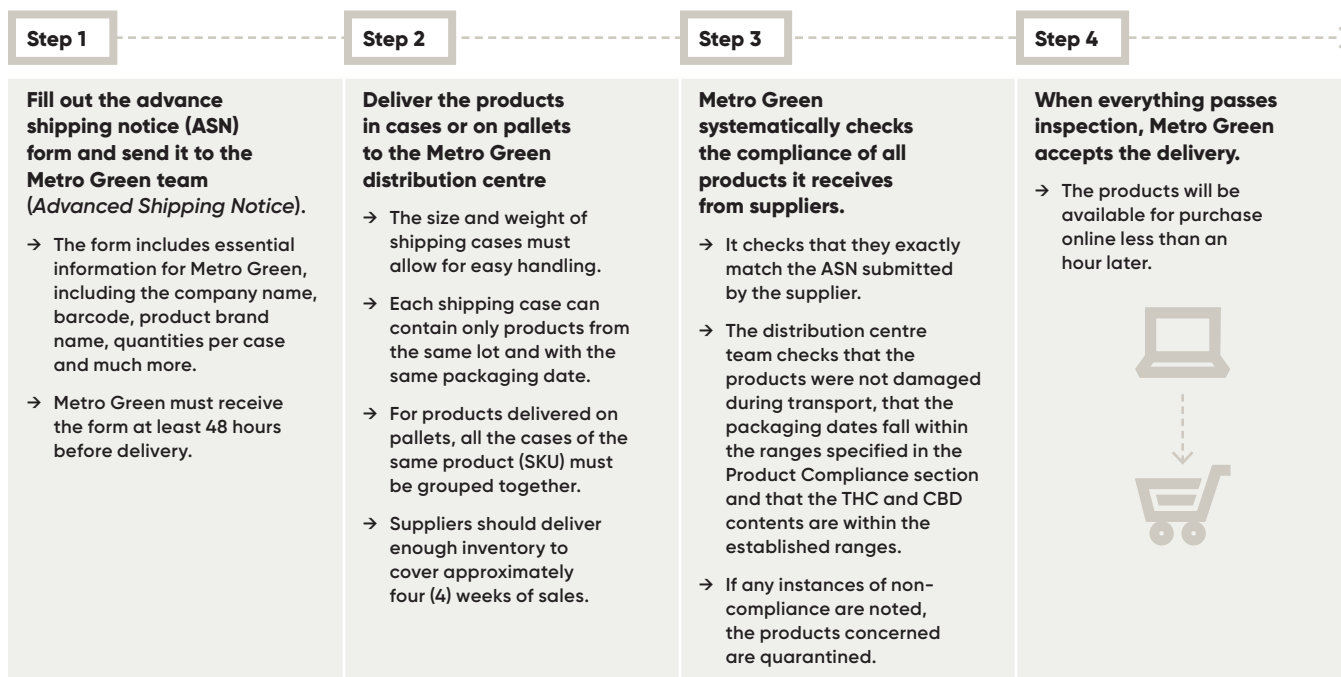
The SQDC and the supplier are responsible for jointly establishing a six-month demand plan that can be updated monthly to ensure sound inventory management based on the supplier's available capacities and volumes and the SQDC's needs. The conditions applicable to order releases are those on the last page of the terms and conditions sent to the suppliers with the orders or, failing that, on the terms and conditions page attached to the letter of intent or letter of agreement.

6 Stocking for the SQDC's online sales platform

All products intended for online sale are to be delivered to the dedicated online sales distribution centre, which is located in Montreal's Lachine borough and managed by our logistics partner Metro Green.

The supplier agrees that its products intended for sale on the SQDC's online platform will be stored at the Metro Green distribution centre until final delivery to buyers. The products remain the property of the supplier until the centre operator removes them from inventory to fulfill a customer's online order, at which point the products are considered to have been purchased by the SQDC and to be its property.

Metro Green will conduct a periodic audit of its online sale stocks in order to identify and quarantine dried flowers, prerolleds and ground cannabis with a packaging date three or more months earlier. These products are then picked up by the supplier at its expense.



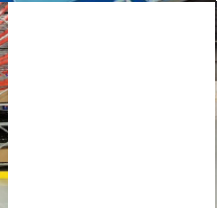


Delivery

1 Product delivery

Products are delivered directly to each store in the SQDC network and, for online sales, to its logistics partner Metro Green.

All products sold at the SQDC are packaged in units that are ready for sale (no bulk products). Product prices include the fee for direct delivery to the store and/or distribution centre, the excise taxes and any and all other cost components (excluding the GST and QST).



2

Shipping
case labels

Please use the following specifications for the labels placed on the shipping cases (the cases that contain the products):

All labels placed on shipping cases are to use barcodes with GS1-128 symbology

(logistics barcodes for retail and transport units).

→ The **barcodes** should include the following information:

- GTIN;
- Packaging date;
- Lot number; and
- Quantity per case.

→ The required **application identifiers** (AIs) will be:

- (01) 14-digit GTIN;
- (13) Packaging date;
- (10) Lot number; and
- (90) Quantity per case.

→ The **packaging date** can be up to six digits long and is structured as follows:

- Year (e.g. 2003 = 03);
- Month (e.g. January = 01); and
- Day of the month (e.g. 02).

→ For **GS1-128 barcodes**, an **FNC1 control** character is required after the last lot number and before the application identifier (90), which specifies the quantity per case.

→ The FNC1 control character varies depending on the tool used to generate barcodes.

→ **Barcode colours:** black bars on a white background.

→ The **packing label design** must include the following information:

- product name: the size of the font used for the product name should be bigger than that used for the other information; and
- product packaging date: must be the same as the packaging date on all the sales units in the case.


→ Use of the product's brand logo is **allowed only** on the shipping case label and the adhesive tape used to seal the case. The shipping case per se should be neutral.

→ As required by the CNESST, shipping cases can **weigh no more than 15 kg**.

→ **Using matte paper** for shipping case labels is recommended as it makes them significantly easier for barcode scanners to read.

→ **Barcode width:** to optimize scanning, a minimum width of 2 cm is recommended.

→ **Rotating products:** we recommend adding the name of the strain contained in the case after the product name.

Fournisseur autorisé / Licensed Supplier	GTIN (12) produit / Product #	GTIN (14) boîte / Case Code
Entreprise ABCDE	123456789123	12345678912345
Nom du produit / Product Name		
Produit XYZ		
Type de produit / Product Type	Taille de l'unité / Unit Size	Unité par boîte / Units per Case
Cannabis séché Dried cannabis	3.5 g	0024
THC: XXX.XX mg/g CBD: XXX.XX mg/g	THC total: XXX.XX mg/g (XX.XX%) CBD total: XXX.XX mg/g (XX.XX%)	N° Lot / Lot #
		0000000000
		Date d'emballage / Packaging Date
		AAAA-MM-JJ
 <p>(01)40666592000040(13)210406(10)00000000(90)0024</p>		

Notes:

- Application identifier 01 (AI01) is the 14-digit GTIN for the case.
- Used for the lot number, application identifier 10 (AI10) is a variable-length alphanumeric field compliant with the GS1 standard.
- Used for the quantity per case, application identifier 90 (AI90) is a fixed, four-digit (4-digit) numeric field.

Example: When there are 24 units per case, the figure should be preceded by two (2) zeros, giving 0024.



3

Shipping case format and specifications



The SQDC asks suppliers to comply with the shipping case format standards it has established.

In addition to the number of units to be included in each case:

- shipping cases should be sealed, preferably with adhesive tape;
- the cases should be neutral and not have a logo on them;
- the cases should be standard format, which means they are opened from the top;
- the cases should be shipped with a shipping label (see the preceding section); and
- two (2) labels on the case should be placed on adjacent sides (front and side).



Note that suppliers are responsible for packing their products in an appropriate format and ensuring they arrive intact at the stores and distribution centre.

For products considered fragile, the word 'fragile' must be clearly marked on the shipping box. If the product needs to be oriented in a specific direction, an arrow indicating the correct position must also be displayed.

Based on an estimate of potential sales, the SQDC will determine the optimal case format for preserving product freshness in stores and ensuring maximum quality. The designated case formats may be revised as needed to guarantee they remain relevant. If so, a change request will be sent to the supplier.

4

Choice of carrier



All deliveries are made by the supplier or an SQDC-authorized subcontractor.

Before subcontracting a carrier, suppliers should contact their planner to check whether the carrier it wants to do business with is duly authorized.

Note that members of the industry can choose to use a consolidated delivery service, provided they comply with the delivery schedule and order releases. Suppliers that use this service do so independently and at their own expense.

The supplier also assumes all risks related to delivery of its products and releases the SQDC from any liability for loss or damage experienced during transport. The products belong to the supplier until their delivery is confirmed.



Carriers are required to hold an SQDC-issued authorization to transport.

By signing the authorization, they commit to meeting various requirements regarding security and retention of records.

Specifically, by signing the authorization to transport, the supplier or its subcontractor undertakes to:

- always have two persons make the delivery together, with one of them keeping watch over the cannabis;
- have secured storage spaces and vehicles;
- never leave the cannabis in public view;
- conduct the background checks required to hire only persons without a criminal record; and
- keep records of the basic information related to the products transported (quantities in circulation, delivery trip departure and return times, names of employees making the delivery, etc.).

For more information, the SQDC encourages you to read articles 23 and 24 of Québec's [Cannabis Regulation Act](#).



Contacting the SQDC and its partners

Company	Name	Email or link	Telephone
SQDC	New product submissions	Online Product Submission Form	–
	Questions from new suppliers	strategie_commerciale@sqdc.ca	–
	Questions about listing new products from suppliers already doing business with the SQDC		
	Questions from suppliers about products already being sold		
	Financial questions	finance@sqdc.ca	–
	Education and product information	soifdeculture@sqdc.ca	–
	Geneviève Giroux Vice-President, Responsible Merchandising and Supply Chain	genevieve.giroux@sqdc.ca	514 379-5000, ext. 5625
	Alexandre Ouellet Directeur, Commercial Strategy and Supply Chain	alexandre.ouellet@sqdc.ca	514 379-5000, ext. 5606
	Stéphanie Gagné Director, Merchandising and Logistics	stephanie.gagne@sqdc.ca	514 379-5000, ext. 4491
Metro Vert	Daniel Smedo Vice-President and General Manager	dsmedo@metroscg.com	514 683-5121, ext. 6611
GS1 Canada	Michel Boucher Vice-President, Community Engagement and Strategic Partnership	michel.boucher@gs1ca.org	416 775-9859
	Industry Services Support team	info@gs1ca.org	1-800-567-7084

USEFUL LINKS



[→ AMP](#)

[→ GS1 Canada](#)


[→ Health Canada](#)

[→ Consignation](#)

Appendix A

Sample SQDC release order and delivery forms

Release order



SOCIÉTÉ QUÉBÉCOISE DU CANNABIS
 7355 Notre-Dame Est
 Montréal, QC
 H1N 3S7

Relâche de commande
 Page 1 / 1
 N° commande 000
 Date Commandée 1111-11-11

Fournisseur :	Expédié À :	Message :

Terme Transport :	Terme Paiement :	Devise :
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Ligne	Commande Originale	Article	Desc. art. Fms	Date Demandée	Qté Commandée	UM AC	Poids Unitaire	UM	Prix Unitaire	Prix total
1.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
2.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
3.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
4.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
5.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
6.000	000000000	0000000000000	Description	1111-11-11	0.00	CA	0.00	AA		
TtI cmde:										

Conditions légales/ Legal terms
 Sauf indications à l'effet contraire, les termes et conditions relatifs à ce bon de commande sont contenus au sein du contrat du fournisseur. En cas de litige, les termes et conditions contenus à ce contrat auront préséance.
 Les prix incluent les frais de livraison directement en succursale et/ou au centre de distribution, les taxes d'accises et tous les éléments de coûts, quels qu'ils soient (à l'exclusion de la TPS et de la TVQ). Unless otherwise indicated, the terms and conditions relating to this purchase order are included within the supply agreement. In case of dispute, the terms and conditions from the supply agreement will take precedence.
 All prices include the charges for delivery directly to the stores to the stores and/or distribution centre, the excise taxes, and any other cost elements (GST and QST excluded).
Note AMP :
 Le Producteur s'engage à avoir reçu les autorisations nécessaires de l'AMP et les licences nécessaires émises par Santé Canada afin que la SQDC puisse procéder à la vente au détail de leurs produits. Au cas contraire, le producteur devra récupérer tous ses produits à ses frais. La SQDC pourra aussi se réserver le droit de résilier le contrat en place.
 Adresse de facturation : Finance@sqdc.ca 000000.0000

The following information must appear on the delivery form:

- supplier name;
- purchase order (PO) number;
- delivery date;
- GTIN for each product;
- description of each product;
- total number of cases of each product; and
- total number of units of each product.

ABCD

LIVRAISON

Numéro de livraison : 11111111
 Date de livraison : 1111-11-11

Facturer
 Société Québécoise du Cannabis
 SQDC
 7355 Rue Notre-Dame Est
 Montréal, H1N 3S7
 QC
 Canada

Livrer
 Société Québécoise du Cannabis
 SQDC

N° d'identification de la TPS/TVH 00000000
 Livrer par

Code de client SQDC
 N° de bon de 00000000 CP
 Date du bon de 0000-00-00
 Notre n° de commande 00000000
 Représentant

GTIN	Description	LOT	Unité	Livré Unité	Commande Unité	Livré EA	Commande EA
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00
0000000000	Description	0000000000000	Case	1111-11-11	0.00	111	0.00



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