

**CLASS “A” BROKER APPOINTMENT
LETTER FROM VENDOR- WY
-EXAMPLE-**

ABC VINEYARDS & DISTILLERY

111 GENERIC LANE · ANYTOWN, USA · 00000-0000

PH: 555-555-5555 · FAX: 777-777-7777

March 27, 2012

Effective March 27, 2012, ABC Vineyards & Distillery appoints **John Doe** of John Doe Wine and Spirits as the (salaried / commissioned) representative for ABC Vineyards & Distillery brands in Wyoming.

Thank you,

Jane Doe
Director of Sales
ABC Vineyards & Distillery
PH: 555-555-5556
FAX: 777-777-7777

- 1) Broker appointment letter must be on company letterhead
- 2) Because Wyoming licenses individuals and not companies, appointment must name an individual broker, not just the company he/she works for
- 3) Letter must reference an effective date
- 4) Letter must contain how he/she will be compensated: commission / salary / other