



WYOMING DEPARTMENT OF REVENUE LIQUOR DIVISION POLICY & PROCEDURE

Revised 10/15

CRITERIA AND DELISTING PROCESS – Reviewed in conjunction with biannual listing meetings.

When reviewing items to flag as on “WATCH” the following criteria is used:

Review average sales within each product category, size, and price range;
Review all items selling less than 10 cases per month;
Flag weakest selling items, and items with substantially lower averages within specific category;
Review items carried in multiply sizes; identify the size with weakest case/dollar sales;

Criteria:

- Distilled Spirit Category – flag items selling less than \$500.00 per month.
- Domestic and Imported Wine Categories (common varietals/saturated categories) - flag items selling less than \$1000.00 or less than 1 tier per month.

The Wyoming Liquor Division has the discretion to maintain or “DELIST” products in each product category.

Delisting Process:

- In the event a product does not meet the above sales criteria the product is put on “WATCH”.
- WLD will notify the industry representative and the supplier in writing advising the product is on “WATCH”.
- If the product does not meet the sales criteria by the next listing meeting the product will be “DELISTED” - NO EXCEPTIONS!
Example: November new listing meeting, April, May, & June average must meet WLD criteria or item will be “DELISTED”.
- If product is “DELISTED”, WLD will notify the industry representative and supplier in writing. The industry representative is required to take immediate action and set high priority measures to deplete current inventory ASAP. The supplier is required to submit a separate depletion allowance letter for delisted items effective until inventory is depleted. It is WLD’s expectation that all delisted inventory will be depleted prior to the next listing period.

Note - Product that reappears on a subsequent “Watch” list for a 3rd time will automatically be “DELISTED”.