

# **Wholesale Relationships**

**Protect your business & your brand**

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# Documentation

## Legal + License

- FSEL from Dept. of Ag or Dept. of Health license (FSL)
- Certificate of Insurance - general + product
- Business license

# Getting Paid

## Don't get surprised

- Bank references
- Payment terms & form
- W-9
- Vendor references

# Vendor Info Packet

## Keeping it professional + have a plan

- Point of contact for food hand off + contact info: email + phone
- Point of contact for invoices/payment + contact info: email + phone
- Drivers: name, phone
- What happens if payment isn't received
- How to change an order/ how much notice/ minimum order
- Length of contract - what does renewal look like
- Customer complaints

# Your brand

## Your future

- Cold/ Frozen - what are their handling practices?
- Storage of your product
- Labels and info provided to end consumer- ALLERGENS
- Liability
- Packaging
- Expired product
- Recalls

**ALWAYS GET IT IN  
WRITING.**

**Only you can  
protect your brand.**

