# Instructions for the purchase of Mass wine Information current as of August 12, 2021

### Authorization and customer number:

Church organizations must make their Mass wine purchases at the SAQ and are entitled to a 17% discount.

To do so, they must have a customer number.

### If they don't have one, they must:

- Be registered with the business registry (Quebec Business Number – NEQ\*).

\* If you do not know your NEQ, please contact: <a href="mailto:servicesfabriques@diocesemontreal.org">servicesfabriques@diocesemontreal.org</a>

### How to take advantage of the discount offered by the SAQ for the purchase of Mass wine?

Each organization (diocese, parish, religious community, retreat center, monastery, etc.) that wishes to take advantage of the 17% discount offered by the SAQ on the purchase of Mass wine must first register with the SAQ.

### Here are the steps to follow:

- 1. Send an email to the SAQ at <u>repertoire-dadresse@saq.qc.ca</u> with the following information:
  - a) The Quebec Business Number (NEQ) provided by the Quebec Business Registrar or the Chancellery.
  - b) The name of the Fabrique or organization.
  - c) The Fabrique's contact information (address, telephone number, contact person).
- 2. Once the email is sent, the SAQ will send you client number in the following days.
- 3. These steps should only be done once.

The parish priest or his representative is authorized to purchase the Mass wines.

- The parish priest can confirm that he is a duly authorized official representative upon presentation of official identification.

If you have any questions, please contact the following person at the SAQ:

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