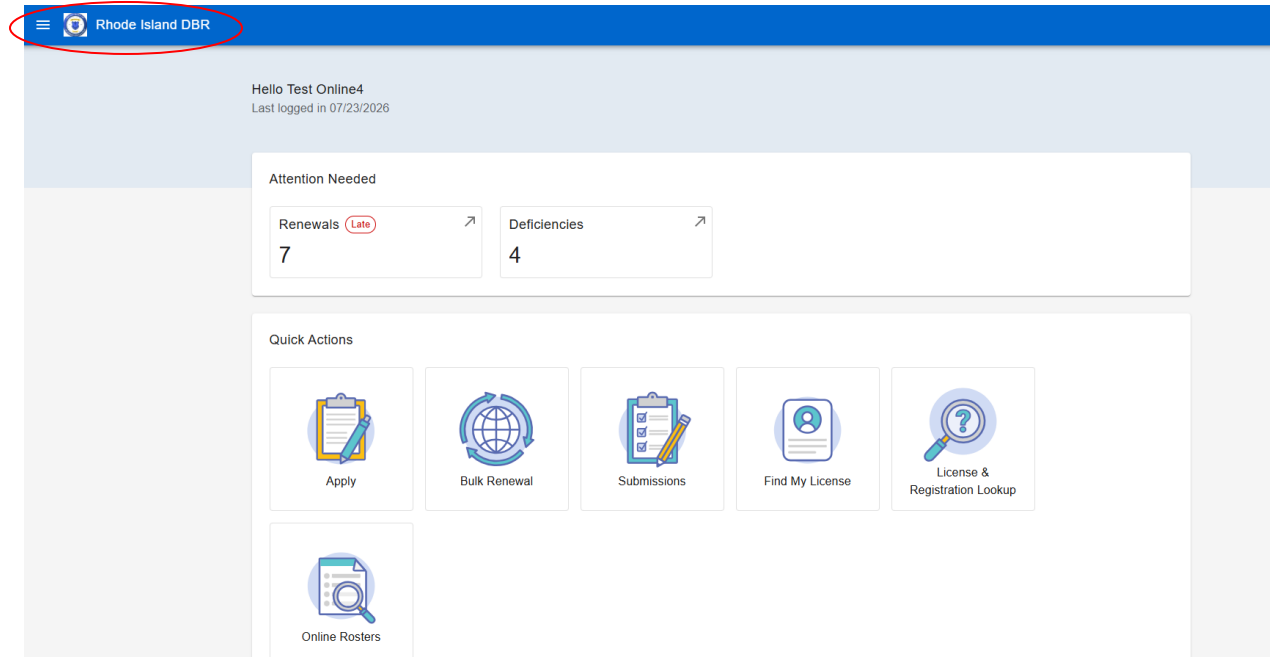
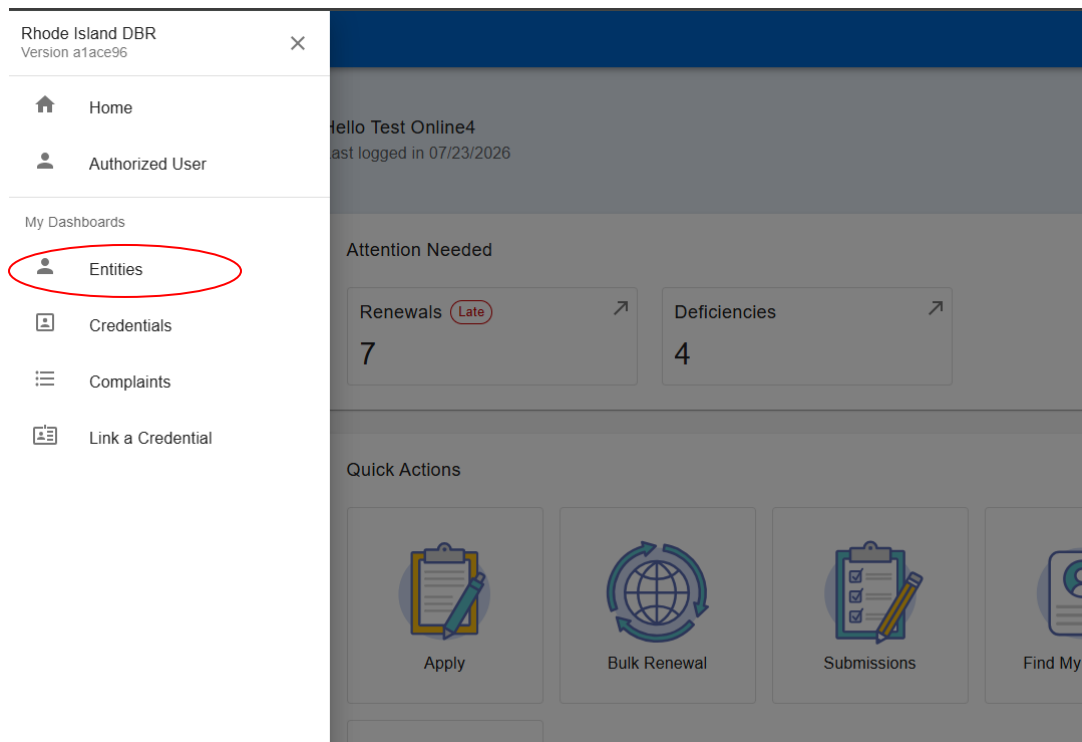


How to Access the Certificate of Compliance Bulk Upload

1. From the login screen, choose the menu in the top left corner.



2. Select 'Entities'



3. Click on the arrow next to Active

00295632	Kirsten's Test MFC	123 Main St Warwick, Rhode Island - 02889, United States	MANUFACTURE R	Active	→
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4. Under credentials, choose the 'Details' button

← Kirsten's Test MFC - 00295632

SUMMARY

CREDENTIALS

ACTIONS

Kirsten's Test MFC

Liquor Manufacturer

License Number	Status	Expiration Date	Address
MFC.0200415	ACTIVE	No Expiry	No value

Details

5. Click on 'Apply' under the Certificate of Compliance Bulk Upload application

Rhode Island DBR

← Kirsten's Test MFC - MFC.0200415

ACTIONS

SUMMARY

Liquor Manufacturer - Manage Wholesalers

Liquor Manufacturer

Apply Resume

Print Certificate of Compliance

Liquor Manufacturer

Print Certificate of Compliance

Apply Resume

Certificate of Compliance Bulk Upload

Liquor Manufacturer

Apply Resume

 Rhode Island DBR

[←](#) Certificate of Compliance Bulk Upload - TRAN-02416 [Details](#)

Instructions

Next: Bulk Upload

[Hide Steps](#) >

Use this transaction to upload multiple Certificates of Compliance for this entity.

Use this template [Bulk Certificate of Compliance Upload](#), to submit your certificates. Only up to 50 entries will be processed.

Enter the number of Certificates of Compliance you will be uploading. *

Next

NOTE: You **must** use the spreadsheet provided by DBR by clicking the link on this page. Be sure to include the correct corresponding number of labels so that the system calculates your fee properly.