

Code of Conduct for the Canadian Museum of History's Christmas Market

The Canadian Museum of History is a national museum open to all. The respectful sharing of spaces and resources ensures a rewarding experience for all vendors and visitors. Appropriate behaviour and compliance with the established Code of Conduct are required at all times. This ensures that all vendors and visitors are treated respectfully and have an equal opportunity to have a rewarding experience. Actions that are inconsistent with the Museum's values are not tolerated in any way.

Cluses
1- The vendor agrees at all times to comply with the Visitor Code of Conduct as described on the Museum's website.
2- The vendor agrees at all times <u>not to damage the reputation of the Museum</u> on social networks and to respect the Social Media Code of Conduct as described on the Museum's website.
3- The vendor agrees to respect and use professional and courteous language with Museum staff at all times.
4- The vendor agrees to respect the location they are assigned to. Booths are assigned at the Museum's discretion, based on energy requirements and product categories, while ensuring product variety. <u>No changes or overflow of the perimeter of the booth will be allowed.</u> The Museum cannot guarantee a particular space to any exhibitor (e.g., corner, window edge, staircase).
5- The vendor agrees to <u>respect the opening and closing hours of the Christmas Market</u> by ensuring a presence at the booth from the beginning to the end of each day of the event.
6- The vendor agrees to <u>respect the assigned set-up and teardown schedule</u> , while respecting others and behaving in an orderly manner.

The vendor must read each clause of the Code of Conduct and sign in the space provided below. In the event that the Code of Conduct is not respected, the Museum reserves the right to terminate participation in the Christmas Market 2022, at any time and without refund. The Museum also reserves the right to refuse the exhibitor's participation in future editions.

Name of signatory (in print letters)

Company name

SIGNATURE

DATE