



**ADVENTURE
CANADA**

Hi Expedition Team,

We are so excited to welcome you on board for our 2022 sailing season! I'm sure many of you have been busy during the past few years crafting, writing, capturing, and creating products and goodies that you may want to sell in our gift shop this season.

We have displayed and sold our expedition team's merchandise for many seasons now. We take great pride in sharing your work and our guests love purchasing and showcasing your products—it's a feel-good project for everyone!

If you are interested in selling products in our on-board gift shop, we ask that you review our new guidelines for the 2022 season below, as some things have changed since we were last in operation.

Gift Shop Guidelines

In our first year back in operation, we have scaled down the gift shop to be a simpler process all around. Both our operations and accounting teams, who are dedicated to the gift shop, are working at full capacity to make our season a success.

Some of these steps are different from years past. Please review them carefully.

- 1. Please provide us with your merchandise details** using the gift shop sales form: <https://www.adventurecanada.com/gift-shop-sales-form>
 - a) This must be done **no later than 15 days prior** to your expedition. We cannot accept any late requests or goods brought to the ship if you haven't filled out the form.
 - b) Please include all pertinent details so our accounting team and the gift shop manager can approve your goods for sale and be ready to receive your goods on board.
 - c) If you have any questions, please write to us at shop@adventurecanada.com

P 905.271.4000. | TF 1.800.363.7566. | F 905.271.5595

info@adventurecanada.com | www.adventurecanada.com | 55 Woodlawn Avenue, Mississauga, ON, L5G 3K7, Canada

TICO Reg# 4001400/5002 1860



2. This year, we ask that you **please bring your merchandise to the ship yourself**. Once on board, leave your goods with our gift shop manager and they will complete the inventory process and set items up your items in the shop to sell! They will also get you to sign for the goods dropped off and any items you later take home.

Bringing your own goods to the *Ocean Endeavour* is the biggest change from previous years—unless you were part of the bazaar way back in the day! A lot of work goes into our gift shop behind the scenes, and inventory shipping is quite a laborious process. Shipping times and logistics in the age of COVID-19 make it even more challenging for our small team. We sincerely appreciate your understanding and support with this change. If you have any questions about this new process, please reach out to shop@adventurecanada.com.

3. In the gift shop sales form, **please select how you will take your merchandise off the ship**. You can choose whether you will:
 - a) gather your items at the end of your expedition and bring them home with you, OR
 - b) we will pack and ship your items back to you at the end of our sailing season—after October 9, 2022.

If you choose to keep your merchandise available for sale for the rest of the season, we will complete a final sale inventory, estimate the shipping costs, and reflect this in your gift shop payment provide to you by December 31, 2022.

Please remember that Adventure Canada operates the gift shop on a consignment system. Therefore, we do not buy any goods you choose to sell in the shop. We showcase them throughout your expedition or the season and manage the sale of the goods. At the end of your expedition or the season, any unsold goods will be returned to you.

4. A final note on pricing! When completing the form, note that we ask you to **price your goods in CAD** (Canadian dollars). Because we are a gift shop on an international cruise ship, we don't charge any tax to the customer. However, when you are pricing your merchandise, please note that **Adventure Canada will retain a 15% commission** from your sales. Any goods brought onboard for sale are not purchased by Adventure Canada.



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Please also review our list of frequently asked questions for reference.

We truly appreciate your support in making our gift shop a success this year! Please to reach out to us if you have questions at shop@adventurecanada.com or by phone: 1 289-326-4563.

Don't forget to fill out the gift shop sales form, also found in your expedition team package: <https://www.adventurecanada.com/gift-shop-sales-form>

The form will ask you for:

- Your name
- Your trip(s)
- A brief description of your merchandise goods
- The quantity of merchandise you'll bring on board
- The retail price (please include the 15% Adventure Canada commission in your pricing and remember there is no sales tax)
- When will you bring goods off the ship
- Other notes

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