

GENERAL BUSINESS INFORMATION

Business Name (to appear on tourismvictoria.com)			
Legal Business Name (if different than above)			
Business License No.		Business GST No.	
Phone (to appear on tourismvictoria.com)			
Website			
Email (to appear on destinationgreatervictoria.com)			
Physical Address (to appear on tourismvictoria.com)	Is the physical address a home-based business?		
			YES NO
	Street Address		
	City	Province	Postal Code
Billing Address (if different than above)	Street Address		
	City	Province	Postal Code

BUSINESS DESCRIPTION LISTING ON WWW.DESTINATIONGREATERVICTORIA.COM

Please provide a description of your business below (100 words maximum)

CONTACT INFORMATION

Primary Contact (Required)	Name	Title
	Main phone	Extension
	Cell phone	Email
Eligible Voting Contact Name (Required- one person only eg. General Manager or Owner)		
Secondary Contact (Optional)	Name	Title
	Main phone	Extension
	Cell phone	Email

ADDITIONAL INFORMATION REQUIRED

Will you be racking a brochure at the Visitor Centre? (Brochure must be 4"x9")	YES	NO
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MEMBER COMMUNICATIONS (OPTIONAL)

Please tell us which member benefits are of most interest to you:

SOCIAL LINKS (PLEASE PROVIDE ALL THAT APPLY)

			YouTube	YES	NO
Facebook	YES	NO	Instagram	YES	NO
Twitter	YES	NO	Trip Advisor	YES	NO

INTERNAL USE ONLY

Website Category

Website Voting Category (as per society bylaws)

Other Notes:

DIGITAL IMAGE GALLERY RELEASE AUTHORIZATION (REQUIRED)

The Image Release authorizes Destination Greater Victoria to use your image(s) on our website. Images will be used free of charge on Destination Greater Victoria's website and cannot include an email address or website address (URL). Images can be emailed to heather.oughtred@tourismvictoria.com or via the Member extranet. Images must be in JPEG format; 2800 x 1400 for photos (maximum 5 photos) and one © logo at 350 x 200 pixels.

I (Personal Name) _____ of (Legal Business Name) _____ hereby grant Destination Greater Victoria authorization to use the images uploaded by our company and/or representative(s) on Destination Greater Victoria's website www.tourismvictoria.com. Destination Greater Victoria also may use the image provided in other efforts to promote the destination. I declare that I have the express copyright and/or full written permission to use the image provided and that my authority to use this image includes permitting its use and publication by Destination Greater Victoria. Destination Greater Victoria takes no positive obligation to enforce the copyright holder's rights on the submitting person's behalf, beyond posting a copyright warning. I also understand that Destination Greater Victoria may alter the image for formatting purposes and/or other marketing reasons and that the use of the image I have supplied is at the discretion of Destination Greater Victoria. I agree that whether I am submitting this image as the author and expressly waive moral rights, or as the person submitting this image produced by a third party, Destination Greater Victoria is indemnified from any moral rights claims that may arise in any situation.

MEMBERSHIP TERMS & CONDITIONS (REQUIRED)

Membership Dues:

- Membership dues for the Greater Victoria Visitors & Convention Bureau (Destination Greater Victoria) are payable in advance and are non-refundable from the date of acceptance
- Membership with Destination Greater Victoria is on a calendar year basis effective upon receipt of signed membership agreement and payment
- Membership dues are based on the annually updated Membership Dues list, as approved by the Board of Directors
- Member entitlements, benefits and opportunities may change without notice

Membership Cancellation:

- Cancellation of membership must be received by the Corporate Office in writing prior to the January 1 renewal date
- Failure to comply with the Member Code of Conduct may result in cancellation or suspension of membership

Membership Renewal:

- A renewal invoice will be sent to you prior to the January 1 renewal date

Member Responsibilities:

- All members are fully responsible and accountable for all actions of, and all charges incurred by, their designated Destination Greater Victoria representative(s)
- All members agree to maintain their status as a Member in Good Standing throughout the period of their membership
- Members not maintaining this status may lose their inclusion in any or all membership programs. Full or partial reimbursements for membership dues or advertising will not be available in these cases
- The member currently holds the appropriate valid federal, provincial and municipal permits, insurance and license to operate, and agrees to operate within the bylaws of the municipality where the business operates. It is understood that failure to do so can result in cancellation or suspension of membership in Destination Greater Victoria

Please Initial

MEMBERSHIP FEES

Fee Category	Annual Fee	✓
Reduced Rate	\$395	<input type="checkbox"/>
Standard Rate	\$695	<input type="checkbox"/>
Additional Category Listing	\$350	<input type="checkbox"/>
Additional Business Listing	\$350	<input type="checkbox"/>

MEMBERSHIP FEES

Membership Rate	
GST 5%	
Total	

I understand and agree to the all of the above terms and conditions. I confirm that all information provided is complete and accurate and that I am authorized to sign on my company's behalf.

Authorized Member Signature

Print Name

Date Signed

Destination Greater Victoria Signature

Approved by Destination Greater Victoria Officer

PLEASE RETURN THIS COMPLETED FORM TO DESTINATION GREATER VICTORIA

Corporate Office: 200 – 737 Yates Street, Victoria, B.C. V8W 1L6
member.services@tourismvictoria.com

ENSURING VISITOR EXPERIENCE EXCELLENCE

Membership in Destination Greater Victoria requires that every member, company or group adhere to our Members' Code of Ethics. All members undertake to:

- Provide clean and well-maintained facilities and equipment for the enjoyment of their customers.
- Provide customers with exceptional customer service, information on other products, services and attractions when requested and treat all other members of Destination Greater Victoria courteously, ethically and professionally.
- Handle all inquiries, requests, transactions, correspondence and complaints promptly, courteously and fairly.
- Exercise truth in all promotional materials concerning facilities, services and amenities provided and advise the public in a reasonable manner if and when unable to provide the level of services or facilities as advertised.
- Provide customers with complete details on prices, cancellation policies and services at time of purchase and advise of changes in services, products or costs if and when they occur.
- Provide all customers with a fair exchange for Canadian dollars on their foreign currency.
- During periods of full capacity, assist customers with finding other suitable arrangements, ensure that they feel welcome and encourage them to return at a future date.
- Promote responsible and sustainable use of Greater Victoria's environmental resource base when providing services and products to customers.
- Abide by all applicable federal, provincial and municipal laws.
- Treat Destination Greater Victoria staff with respect and within the policies of our organization; financial inducements whether in cash or kind will not be looked upon favourably and action will be taken.

Name (Printed)

Signature

Date