

# Code of Ethical & Professional Behaviour

Rowles & Company Ltd. is an art gallery, specializing in working with Governments, business organizations and corporations in the consultation and execution of projects, involving the presentation and procurement of original Canadian artworks for homes, offices and buildings as well as a variety of corporate Service Awards and gifting requirements that include a total fulfillment solution.

Representing over 100 professional artists demonstrating a variety of mediums, Rowles & Company Ltd. is committed to providing the client with the highest quality of artwork. All products are fully guaranteed and replaced if client is not 100% satisfied. Rowles & Company Ltd. views itself as a partner in the successful completion of each project.

Rowles & Company Ltd. is committed to working within the timelines, the client's budget and their needs and requirements. Any changes to quotes and proposals will be communicated in writing. All projects will be mutually subject to approval by the gallery and the client, before proceeding on a project.

Rowles & Company Ltd. is committed to upholding Provincial, National and International Codes of Protocol and confidentiality with regards to clients and their projects.

Rowles & Company Ltd. is committed to directing and guiding the client in the most cost-efficient manner in the successful completion of their project.

Rowles & Company Ltd. is committed to maintaining a historical accounting for each client, tracking when, what and to whom gifts were given.

Rowles & Company Ltd. is committed to providing distinctive value above and beyond the cost of the artwork, by offering a variety of complimentary services to assist the client in final presentation. A biography of the artist is included in every package, as well as a description of the symbolism that the artwork represents.

Rowles & Company Ltd. realizes that the gift is from the client and a reflection thereof and therefore is committed to ensuring that the client is always represented in a highly professional manner.

Rowles & Company Ltd. is committed to informing and educating the client about the added value to the entire organization as well as the Community, when choosing a gift of Art.

Rowles & Company Ltd. believes that all transactions should be mutually beneficial and the relationship with all their clients is based on good faith, trust, respect and communication.

*Alberta's Corporate Gift and Art Gallery*

*www.rowles.ca*

*rowles@rowles.ca*

Suite 108, LeMarchand Mansion, 11523 – 100 Avenue NW, Edmonton, AB, Canada T5K 0J8

Edmonton Tel : (780) 426-4035 Fax : (780) 429-2787

Calgary Tel : (403) 290-1612