



Tourism Vancouver

2018 AUDITED FINANCIAL STATEMENTS

VAN
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Independent Auditors' Report

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Year ended December 31, 2018

To the Members of Metro Vancouver Convention and Visitors Bureau

Opinion

We have audited the financial statements of Metro Vancouver Convention and Visitors Bureau (the Entity), which comprise:

- the statement of financial position as at December 31, 2018
 - the statement of operations for the year then ended
 - the statement of changes in net assets for the year then ended
 - the statement of cash flows for the year then ended
 - and notes to the financial statements, including a summary of significant accounting policies
- (Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its results of operations and its cash flows for the year then ended in accordance with Canadian Accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the Societies Act of British Columbia, we report that, in our opinion, the accounting policies applied in preparing the financial statements in accordance with Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.



Chartered Professional Accountants

Vancouver, Canada
April 24, 2019

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Assets		
Current assets:		
Cash and cash equivalents	\$ 14,465,220	\$ 11,585,473
Short-term investments	1,154,399	1,147,234
Room tax receivable	3,489,054	2,683,437
Accounts receivable	129,717	198,480
Prepaid expenses and other assets	289,469	252,062
Pension investments (note 4)	152,715	153,890
	19,680,574	16,020,576
Investments restricted for business continuity fund (note 5)	5,462,062	4,363,325
Capital and intangible assets (note 3)	321,977	424,537
Pension investments (note 4)	-	153,890
	\$ 25,464,613	\$ 20,962,328
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 5,020,752	\$ 4,646,544
Unearned membership dues and other revenues	595,127	687,172
Pension obligations (note 4)	152,715	153,890
	5,768,594	5,487,606
Pension obligations (note 4)	-	153,890
	5,768,594	5,641,496
Net assets:		
Internally restricted net assets (note 5):		
Business continuity fund	5,462,062	4,363,325
Program designated	14,076,840	10,800,390
Unrestricted net assets	157,117	157,117
	19,696,019	15,320,832
	\$ 25,464,613	\$ 20,962,328

Commitments and contingencies (note 4 and 6)

See accompanying notes to financial statements.

Approved on behalf of the Board:

Ken Cretney, Chair

Director

Marion Harper Treskin, Treasurer

Director

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Revenues:		
Room tax	\$ 29,254,405	\$ 25,180,832
Less: Provincial contributions (note 6(c))	(9,753,419)	(8,395,290)
	19,500,986	16,785,542
Program generated revenues:		
In-destination sales	973,854	971,478
Meetings and convention sales	169,048	166,776
Membership dues and events	943,057	924,904
Sponsorship, events & commercial	525,019	412,180
Interest and other	71,085	140,313
	2,682,063	2,615,651
	22,183,049	19,401,193
Expenditures:		
Sales, marketing and servicing:		
Meetings and convention sales	4,095,160	3,867,878
Leisure travel trade and consumer sales	3,766,319	3,638,669
Marketing, brand & digital	3,985,331	2,891,669
In-destination visitor services	1,439,965	1,444,747
	13,286,775	11,842,963
Destination development:		
Membership	673,226	674,177
Industry and destination development	565,247	473,774
Events and community development	1,474,531	1,015,091
	2,713,004	2,163,042
Corporate planning and services:		
Finance, administration, human resources and technology	1,685,177	1,661,953
Amortization	122,906	133,462
	1,808,083	1,795,415
	17,807,862	15,801,420
Surplus of revenues over expenditures for the year	4,375,187	3,599,773
Net assets, beginning of year	15,320,832	11,721,059
Net assets, end of year	\$ 19,696,019	\$ 15,320,832

See accompanying notes to financial statements.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Statement of Changes in Net Assets

Year ended December 31, 2018, with comparative information for 2017

	Internally restricted		Unrestricted	2018	2017
	Program designated	Business continuity fund			
Balance, beginning of year	\$ 10,800,390	\$ 4,363,325	\$ 157,117	\$ 15,320,832	\$ 11,721,059
Surplus (deficit) of revenues over expenditures	(422,744)	1,100,000	3,697,931	4,375,187	3,599,773
Amounts internally restricted during the year	3,699,194	(1,263)	(3,697,931)	-	-
Balance, end of year	\$ 14,076,840	\$ 5,462,062	\$ 157,117	\$ 19,696,019	\$ 15,320,832

See accompanying notes to financial statements.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash provided by (used in):		
Operations:		
Surplus of revenues over expenditures	\$ 4,375,187	\$ 3,599,773
Item not affecting cash:		
Amortization	122,906	133,462
Changes in non-cash operating accounts:		
Investments restricted for business continuity fund	(1,098,737)	(58,562)
Hotel room tax receivable	(805,617)	(123,612)
Accounts receivable	68,763	126,529
Prepaid expenses and other assets	(37,407)	112,196
Accounts payable and accrued liabilities	374,208	907,023
Unearned membership dues and other revenues	(92,045)	466,771
	2,907,258	5,163,580
Investments:		
Expenditures on capital assets	(20,346)	-
Purchase of short-term investments	(7,165)	(64,195)
	(27,511)	(64,195)
Increase in cash and cash equivalents	2,879,747	5,099,385
Cash and cash equivalents, beginning of year	11,585,473	6,486,088
Cash and cash equivalents, end of year	\$ 14,465,220	\$ 11,585,473

See accompanying notes to financial statements.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

1. Operations:

The Metro Vancouver Convention and Visitors Bureau (the "Bureau") is incorporated under the Society Act of British Columbia and operates under the name of Tourism Vancouver. The principal business activity of the Bureau is the promotion and marketing of Metro Vancouver as a tourist and convention destination. The Bureau also provides tourist and convention information and support services.

On November 28, 2016, the new Societies Act of British Columbia became effective. In 2017, the Bureau amended its Constitution and Bylaws to be in alignment with the New Act.

On January 1, 2013, the Bureau adopted Canadian Accounting Standards for Not-For-Profit Organizations in Part III of the CICA Handbook. These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

2. Significant accounting policies:

(a) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and short-term deposits which are highly liquid with original maturities of less than three months.

(b) Short-term investments:

Short-term investments include GIC's, money markets and saving accounts with original maturities of between three months and one year at the date of acquisition.

(c) Capital and intangible assets:

Equipment and leasehold improvements are stated at cost. Amortization for equipment is provided on a straight-line basis over the estimated useful lives of the respective assets while amortization for leasehold improvements is provided on a straight-line basis over the lease term, in each case ranging from three to ten years.

Intangible assets consist of costs incurred to develop the Bureau's website. These costs are amortized over the estimated useful life of 3 years, commencing when the website has been completed.

(d) Pension benefits:

The Bureau has a defined contribution plan providing pension benefits for its former Chief Executive Officer ("CEO"). The cost of the defined contribution plan is recognized based on the contributions required to be made during each period.

(e) Recognition of revenue:

(i) Room tax revenue:

Room tax revenue consists of proceeds from the incremental Municipal Regional District Tax ("MRDT") levied by the Province of British Columbia (the "Province of BC") on hotel room revenue and Online Accommodation Platforms revenues (effective October 1, 2018) in the City of Vancouver (the "City"). Effective September 1, 2015, the Province of BC increased the MRDT from 2% to 3% of hotel room revenue. The Bureau is entitled to the MRDT, less provincial contributions for the Tourism Industry Contribution Agreement (TICA) and Tourism Events Program. The amount of incremental room tax disbursed by the Province of BC to the Bureau and recognized as revenue for the year is based on room tax revenue, net of provincial contributions, collected for the year ended December 31, 2018.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

2. Significant accounting policies (continued):

(e) Recognition of revenue (continued):

(ii) Program generated revenues:

Program and event participation revenues in support of operating activities or specific marketing programs are recorded as revenue upon receipt of notification. Program and event participation revenues for programs in progress over December 31 each year are deferred and recognized as revenue over the period of the program.

(iii) Membership dues:

Membership dues are recognized as revenue over the term of the related membership.

(iv) Deferred revenues:

Other funding that is restricted is deferred and recognized as revenue in the period in which the related expenses are incurred. Other funding that is not restricted is recognized as revenue upon receipt of notification.

(v) Externally restricted contributions:

Externally restricted contributions are deferred and recognized as revenue in the period in which the related expenses are incurred.

(vi) Donated services and materials:

The Bureau receives services and materials from its corporate signature partners and members for its tourism and marketing activities. The values of such services and materials are not reflected in the Bureau's accounts as such values are not readily determinable.

(f) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Free standing derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Bureau has elected to carry the pension investments, investments restricted for business continuity fund and pension obligations at fair value. Changes in fair value are recognized in net income in the period incurred.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

(g) Income taxes:

The Bureau is a not-for-profit entity that is not subject to income taxes.

(h) Net revenue presentation:

The Bureau acts as an agent for the Vancouver Hotel Destination Association (the "VHDA") in managing specific marketing programs on behalf of the VHDA. The Bureau recorded destination marketing fees from the VHDA of \$1,888,193 (2017 - \$1,524,493), which are netted against related expenditures of \$1,888,193 (2017 - \$1,524,493).

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

2. Significant accounting policies (continued):

(i) Net balance sheet presentation:

The Sport Tourism Development Fund "STDF" has been established and funded by the STDF funding partners to support the objectives of Sport Hosting Vancouver in order to attract and secure sporting events to Vancouver. The funds of the STDF are currently held in trust by the Bureau which is one of three funding partners jointly administering these funds. As of December 31, 2018, the cash held in trust for the STDF totals \$2,012,342 (2017 - \$1,972,331) and represents the contributions by the STDF funding partners less approved disbursements. The funds held in trust are offset against a liability in the same amount to the STDF funding partners and hence no amounts relating to the STDF are shown on the statement of financial position.

3. Capital and intangible assets:

December 31, 2018	Cost	Accumulated amortization	Net book value
Equipment	\$ 510,274	\$ 458,546	\$ 51,728
Leasehold improvements	664,338	394,089	270,249
Intangible assets	113,134	113,134	-
	\$ 1,287,746	\$ 965,769	\$ 321,977

December 31, 2017	Cost	Accumulated amortization	Net book value
Equipment	\$ 789,386	\$ 732,864	\$ 56,522
Leasehold improvements	664,338	334,034	330,304
Intangible assets	113,134	75,423	37,711
	\$ 1,566,858	\$ 1,142,321	\$ 424,537

4. Pension Investments and pension obligations:

The Bureau has a defined contribution plan providing pension benefits for its former CEO. Amounts to be paid under this plan vested on December 31, 2006. Upon retirement of the CEO in 2015, the Bureau is committed to paying a supplemental allowance equal to the unconditional and conditional deposits plus interest. Payments from the plan commenced in 2015 and the last and final payment will be made in 2019. Contributions ceased as of June 30, 2014 upon the retirement of the CEO, hence in 2018, the Bureau contributed nil (2017 - nil) in monthly unconditional and conditional deposits, and paid out \$153,890 (2017 - \$134,458) to the former CEO. At December 31, 2018, the Bureau held investments related to this plan of \$152,715 (2017 - \$307,780) to fund the expected liabilities of \$152,715 (2017 - \$307,780). These funds are invested in equities, fixed income and cash with an investment manager.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

5. Internally restricted net assets:

During the current and prior years, the Directors of the Bureau restricted net assets to be used for future expenditures on certain programs and equipment considered necessary to provide ongoing services to members.

The Board instituted a business continuity fund (the "BCF") in 1999. As at December 31, 2018, the amount accumulated in the BCF was \$5,462,062 (2017 - \$4,363,325). Since 2007, the Bureau has segregated the investments relating to the BCF in a separate investment account. The account contains low-risk medium-term investments, which is in accordance with the Bureau's statement of investment policies and procedures. The BCF is measured at fair value at each reporting date with all changes in fair value included in net income in the period in which they arise.

In accordance with the Bureau's Articles of Association, and in the event of the winding-up or dissolution of the Bureau, any remaining net assets will be distributed in accordance with the Society Act of British Columbia.

6. Commitments and contingencies:

(a) Lease commitments:

The Bureau leases various office space under long-term operating leases, which expire at various dates through 2034. The future minimum lease payments required in each of the next five years and thereafter are approximately as follows:

2019	\$ 928,840
2020	951,728
2021	967,341
2022	951,784
2023	791,465
Thereafter	9,703,383
	<hr/>
	\$ 14,294,541

(b) Banking facility:

As at December 31, 2018, the Bureau has available \$1,000,000 (2017 - \$1,000,000) by way of lines of credit which are secured by a general assignment of accounts receivable. No amounts were drawn under this facility at December 31, 2018 or 2017.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

6. Commitments and contingencies (continued):

(c) Provincial Contributions

(i) TICA payments:

On October 31, 2003, the Bureau and the Province of BC entered into the Tourism Industry Contribution Agreement (the "TICA"), whereby the Bureau agreed to fund the \$90,000,000 future industry contribution for the Vancouver Convention Centre expansion by contributing a portion of the incremental MRDT to the Province ("Contribution Payments").

In March 2015, the B.C. Government passed legislation to increase MRDT from 2% to 3%, effective September 1, 2015 and a modified agreement relating to the TICA payments was signed. Under the new arrangement with the Province of BC, TICA payments will remain constant at 26.67% of actual MRDT collected until the obligation is fully amortized. In 2018, the Bureau made Contribution Payments of \$7,802,150 (2017 - \$6,715,728).

On commencement of the Contribution Payments, the obligation became interest bearing at a rate of 6.1% compounding monthly, offset by specified adjustments relating to notional construction draws as defined under the TICA. The estimated interest accrued in excess of contributions during the year was (\$1,301,432) (2017 - (\$423,730)). The estimated remaining total obligation of the Bureau at December 31, 2018, payable out of future MRDT revenue, is \$113,956,917 (2017 - \$114,770,061) and the remaining repayment period, based on management's assumptions and estimates at December 31, 2018, is expected to be between 16 and 23 years.

(ii) Tourism Events Program Sponsorship:

In accordance with the amended Tourism Industry Contribution Agreement dated July 15, 2015, the Bureau agreed to sponsor and make contributions to a provincial Tourism Events Program which commenced on September 1, 2015 that is intended to increase tourism for all regions of the Province. Sponsorship payments for the year ended December 31, 2018 totaled \$1,951,269 (2017 - \$1,679,562).

(d) Convention development fund:

In March 2010, the Bureau formed the Convention Development Fund (the "CDF") with two other parties. The purpose of the CDF is to provide funding for marketing and incentive programs to develop and secure convention business hosted in Vancouver. Each year, the fund members mutually determine the contributions to be made in the upcoming year. In 2018, the Bureau contributed \$200,000 to the CDF (2017 - \$100,000). The Bureau has committed to contribute \$100,000 in 2019. Contributions to the CDF are recognized as an expense once paid.

METRO VANCOUVER CONVENTION AND VISITORS BUREAU

Notes to Financial Statements

Year ended December 31, 2018

6. Commitments and contingencies (continued):

(e) Connecting America:

In partnership with Destination Canada, the Bureau has confirmed its support for the 'Connecting America' program in the amount of \$200,000 as at December 31, 2018 for 2019 (2017 - \$200,000 for 2018). This initiative is focused on the US market to increase visitation to Canada from the USA.

(f) Sport Hosting Vancouver:

Sport Hosting Vancouver "SHV" attracts, develops, and supports world-class sport events in Vancouver through great partnerships. To support the objectives of SHV, the Sport Tourism Development Fund "STDF" was established and funded by the STDF Funding Partners. The Bureau is one of three contributing partners to the STDF. In 2018, the Bureau contributed \$500,000 to the initiative (2017 - \$250,000). The Bureau has committed to contribute \$500,000 in 2019.

7. Financial risks:

The Bureau manages its investments relating to the business continuity fund to earn investment income and invests according to the Bureau's Statement of Investment Policy and Procedures approved by the Board. The Bureau is not involved in any hedging relationships through its operations and does not hold or use any derivative financial instruments for trading purposes.

The Bureau believes that it is not exposed to significant interest rate, market, credit or cash flow risk arising from its financial instruments.

Liquidity risk is the risk that the Bureau will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Bureau manages its liquidity risk by monitoring its operating requirements and by ensuring that its investments are liquid. The Bureau prepares budget and cash flow forecasts to ensure that it has sufficient funds to fulfill its obligations. All investments are held in instruments that are highly liquid and can be realized to settle commitments. The fixed income securities yield interest between 0.50% and 1.27% and have maturities ranging from 1 year to 2.8 years. Other investments invested in equities and fixed income yield interest between 1.72% and 2.51%.

8. Remuneration of employees and contractors:

In 2018, the Bureau paid 31 individuals with remuneration of \$75,000 or greater, and the total remuneration paid to these individuals was approximately \$3,860,000 (2017 - 32 individuals, \$4,038,000).

9. Comparative information:

Certain comparative information has been reclassified to conform to the presentation of the fiscal 2018 financial statements.

BOARD OF DIRECTORS 2018 - 2019

Chair

Ken Cretney

President & CEO
BC Pavilion Corporation

Past Chair:

Michael Cameron

President
Grouse Mountain Resorts Ltd.

Directors

Stuart Coventry

President
Westcoast Sightseeing

Matthew Coyne

COO & Vice President, Marketing & Sales
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Michael Doyle

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Aquilini Hospitality & Live Entertainment
Aquilini Group

Kory Fawcett

CEO
Zaui Software

Ken Flores

General Manager
Fairmont Waterfront

Monique Gomei

Vice President, Global Marketing & Communications
Rocky Mountaineer

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Pacific Reach Properties, Hospitality Division

Marion Harper Treskin

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General Manager
Days Inn Vancouver Downtown

Nancy Stibbard

President/Owner
Capilano Suspension Bridge

Support to Board of Directors

Ty Speer

President & CEO
Tourism Vancouver

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