

CANADIAN EXCHANGE RATE POLICY

AND

ACKNOWLEDGEMENT OF COMPANY POLICY

Purpose: Due to fluctuations in the exchange rate between the US and Canada and to ensure that we are adequately serving the communities that we work in, Mayan Families has agreed upon a policy with Mayan Families Canada that will be used for all Canadian donations.

Procedure:

- The Mayan Families Canadian Exchange Rate will be updated every 6 months on April 1st and October 1st of the year by the Directors of both Mayan Families and Mayan Families Canada
- Pricing will reflect the current price at the time in US dollars for all items from the website.
- All US dollar prices will be converted to Canadian dollars according to the Canadian Bank Exchange rate that day, plus 5 cents.
- Mayan Families Canada will also update prices on their website to reflect the rate agreed upon on April 1st and October 1st as well as notify their donors via email
- All other Canadian donors will be advised of any changes in an email or newsletter by the staff member handling Canadian donor accounts no later than one week after the new exchange rate has been confirmed.
- Any Canadian donors currently paying a different amount from prior to the new policy will be allowed to complete their payments as they are for the 2014 school sponsorship fees only. Once they begin their payments for the 2015 school sponsorship fees, they will be required to pay according to the exchange rate agreed upon at the time the payments begin.
- Any donors paying incorrect amounts for food, furniture or other types of donations that are not school sponsorship fees must be alerted by the staff member handling Canadian donor accounts of the change in order to correct the amount being paid.

MAYAN FAMILIES AGREES TO COMPLY WITH THIS POLICY CONCERNING ALL DONATIONS MADE FROM CANADA, INCLUDING FROM MAYAN FAMILIES CANADA AND FUNNELED DONATIONS. THEY WILL ALSO COMPLY WITH REQUIREMENTS REGARDING INFORMING CANADIAN DONORS.

MAYAN FAMILIES CANADA AGREES TO COMPLY WITH THIS POLICY CONCERNING ALL DONATIONS MADE FROM CANADA AND CONCERNING INFORMING THEIR DONOR PARTIES VIA EMAIL, NEWSLETTER AND WEBSITE.