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OMB No. 1124-0006; Expires July 31, 2023

U.S. Department of Justice
Washington, DC 20530

Exhibit A to Registration Statement Pursuant to the Foreign Agents Registration Act of 1938, as amended

INSTRUCTIONS. Furnish this exhibit for EACH foreign principal listed in an initial statement and for EACH additional foreign principal acquired subsequently. The filing of this document requires the payment of a filing fee as set forth in Rule (d)(1), 28 C.F.R. § 5.5(d)(1). Compliance is accomplished by filing an electronic Exhibit A form at https://www.fara.gov.

Privacy Act Statement. The filing of this document is required by the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide this information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the FARA Unit in Washington, DC. Statements are also available online at the FARA Unit's webpage: https://www.fara.gov. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: https://www.fara.gov.

Public Reporting Burden. Public reporting burden for this collection of information is estimated to average .22 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, FARA Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant

Finn Partners, Inc.

2. Registration Number

6212

3. Primary Address of Registrant

301 E. 57th St.
New York, NY 10022

4. Name of Foreign Principal

Travel Alberta

5. Address of Foreign Principal

400, 1601 9 Avenue SE
Calgary, Alberta TG2 0H4
Canada

6. Country/Region Represented

Alberta, Canada

7. Indicate whether the foreign principal is one of the following:

- ☒ Government of a foreign country [1]
- ☐ Foreign political party
- ☐ Foreign or domestic organization: If either, check one of the following:
  - ☐ Partnership
  - ☐ Corporation
  - ☐ Association
  - ☐ Committee
  - ☐ Voluntary group
  - ☐ Other *(specify)* _____
- ☐ Individual-State nationality _____

8. If the foreign principal is a foreign government, state:

a) Branch or agency represented by the registrant

Travel Alberta

b) Name and title of official with whom registrant engages

Susan Darch, Director, Global Media & Connect
Kelly Self, Global Media Specialist

1 "Government of a foreign country," as defined in Section 1(e) of the Act, includes any person or group of persons exercising sovereign de facto or de jure political jurisdiction over any country, other than the United States, or over any part of such country, and includes any subdivision of any such group and any group or agency to which such sovereign de facto or de jure authority or functions are directly or indirectly delegated. Such term shall include any faction or body of insurgents within a country assuming to exercise governmental authority whether such faction or body of insurgents has or has not been recognized by the United States.

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9. If the foreign principal is a foreign political party, state:

a) Name and title of official with whom registrant engages

b) Aim, mission or objective of foreign political party

10. If the foreign principal is not a foreign government or a foreign political party:

a) State the nature of the business or activity of this foreign principal.

b) Is this foreign principal:

Supervised by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Owned by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Directed by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Controlled by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Financed by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Subsidized in part by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐

11. Explain fully all items answered "Yes" in Item 10(b).

12. If the foreign principal is an organization and is not owned or controlled by a foreign government, foreign political party or other foreign principal, state who owns and controls it.

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EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date	Printed Name	Signature
10/29/2020	Martin Ettlemyer	

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U.S. Department of Justice

Washington, DC 20530

Exhibit B to Registration Statement Pursuant to the Foreign Agents Registration Act of 1938, as amended

INSTRUCTIONS. A registrant must furnish as an Exhibit B copies of each written agreement and the terms and conditions of each oral agreement with his foreign principal, including all modifications of such agreements, or, where no contract exists, a full statement of all the circumstances by reason of which the registrant is acting as an agent of a foreign principal. Compliance is accomplished by filing an electronic Exhibit B form at https://www.fara.gov.

Privacy Act Statement. The filing of this document is required for the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide the information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the FARA Unit in Washington, DC. Statements are also available online at the FARA Unit's webpage: https://www.fara.gov. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: https://www.fara.gov .

Public Reporting Burden. Public reporting burden for this collection of information is estimated to average .32 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, FARA Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant	2. Registration Number
Finn Partners, Inc	6212

3. Name of Foreign Principal

Travel Alberta

Check Appropriate Box:

4. ☒ The agreement between the registrant and the above-named foreign principal is a formal written contract. If this box is checked, attach a copy of the contract to this exhibit.

5. ☐ There is no formal written contract between the registrant and the foreign principal. The agreement with the above-named foreign principal has resulted from an exchange of correspondence. If this box is checked, attach a copy of all pertinent correspondence, including a copy of any initial proposal which has been adopted by reference in such correspondence.

6. ☐ The agreement or understanding between the registrant and the foreign principal is the result of neither a formal written contract nor an exchange of correspondence between the parties. If this box is checked, give a complete description below of the terms and conditions of the oral agreement or understanding, its duration, the fees and expenses, if any, to be received.

7. What is the date of the contract or agreement with the foreign principal? May 1, 2019

8. Describe fully the nature and method of performance of the above indicated agreement or understanding.

Public relations activities to promote tourism in Alberta Canada and increase visitors to the province.

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9. Describe fully the activities the registrant engages in or proposes to engage in on behalf of the above foreign principal.

- Public relations strategy
- Media relations, traditional print media and social media
- Media events (virtual and in person when appropriate)
- Social media influencer relations
- Press release writing and distribution
- Development of press materials
- Crisis preparedness and communication

10. Will the activities on behalf of the above foreign principal include political activities as defined in Section 1(o) of the Act[1].

Yes ☐ No ☒

If yes, describe all such political activities indicating, among other things, the relations, interests or policies to be influenced together with the means to be employed to achieve this purpose. The response must include, but not be limited to, activities involving lobbying, promotion, perception management, public relations, economic development, and preparation and dissemination of informational materials.

11. Prior to the date of registration[2] for this foreign principal has the registrant engaged in any registrable activities, such as political activities, for this foreign principal?

Yes ☐ No ☒

If yes, describe in full detail all such activities. The response should include, among other things, the relations, interests, and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored, or delivered speeches, lectures, social media, internet postings, or media broadcasts, give details as to dates, places of delivery, names of speakers, and subject matter. The response must also include, but not be limited to, activities involving lobbying, promotion, perception management, public relations, economic development, and preparation and dissemination of informational materials.

Set forth below a general description of the registrant's activities, including political activities.

Set forth below in the required detail the registrant's political activities.

Date	Contact	Method	Purpose

12. During the period beginning 60 days prior to the obligation to register[3] for this foreign principal, has the registrant received from the foreign principal, or from any other source, for or in the interests of the foreign principal, any contributions, income, money, or thing of value either as compensation, or for disbursement, or otherwise?

Yes ☐ No ☒

If yes, set forth below in the required detail an account of such monies or things of value.

Date Received	From Whom	Purpose	Amount/Thing of Value
		Total	

13. During the period beginning 60 days prior to the obligation to register[4] for this foreign principal, has the registrant disbursed or expended monies in connection with activity on behalf of the foreign principal or transmitted monies to the foreign principal?

Yes ☐ No ☒

If yes, set forth below in the required detail and separately an account of such monies, including monies transmitted, if any.

Date	Recipient	Purpose	Amount

1 "Political activity," as defined in Section 1(o) of the Act, means any activity which the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

2,3,4 Pursuant to Section 2(a) of the Act, an agent must register within ten days of becoming an agent, and before acting as such.

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EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date	Printed Name	Signature
10/29/2020	Martin Ettlemyer	

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Travel Alberta
Canada

GENERAL SERVICES CONTRACT
("Agreement")

Contract No.: TAVPA 1294

THIS AGREEMENT is made as of the 1st day of May, 2019.

Between:

TRAVEL ALBERTA, an Alberta Crown Corporation, having an office at 400, 1601 9 Avenue SE, Calgary, Alberta T2G 0H4 ("**Corporation**"), Attention: **Emily Cheng-So**

-and-

FINN PARTNERS, INC., a corporation having an office at 301 East 57th Street, New York, New York 1002 ("**Contractor**"), Attention: **Laura Anderson**

(Corporation and Contractor, collectively the "**Parties**" and each a "**Party**")

The Parties agree as follows:

1. The Contractor will provide services (collectively, the "**Services**") to the Corporation, as requested and directed from time to time by the Corporation;
2. The term of this Agreement shall be from **May 1, 2019 to March 31, 2022** (the "**Term**"), subject to the termination rights set out in this Agreement. If required, Travel Alberta reserves the right to extend this contract after the initial term (up to 3 years maximum), with a subject to the termination rights set out in this Agreement.
3. This Agreement sets out the entire agreement between the Contractor and the Corporation. No other agreement exists between the Parties except what is written in this Agreement and, as applicable, each Services Request Confirmation Letter as provided for herein.
4. The following attached additional Schedule also forms part of this Agreement:

Check which box applies to the contractor-type:			
√	**Contractor Type**	**Terms and Conditions**	**Travel Alberta Form Number**
√	Corporation	Schedule 1 - Terms and Conditions for Corporations	TAVPA 1294

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5. The Contractor agrees to keep strictly confidential all materials and information acquired under this Agreement, whether received directly by the Corporation or developed in the performance of the Services. The Contractor must not use or disclose the materials or information in any manner to third parties without the prior written consent of the Corporation.

6. The Contractor is an independent contractor and does not become an employee, partner or agent of the Corporation through the performance of its obligations under this Agreement. The Contractor, however, shall comply with all policies of the Corporation in effect and as applicable to the Contractor from time to time.

7. The Contractor has no authority to in any way conclude any agreement of any kind on behalf of the Corporation nor incur any liability on behalf of the Corporation, and the Contractor shall not represent to any third party that it has such power to do so, except as authorized by the Corporation. Other than as may be set out in Schedule "1", no subcontracting of the Services will be permitted without prior written consent of the Corporation. No contractual relationship will exist between the Corporation and any approved subcontractor and you shall be responsible and liable to the Corporation for the performance of the Services. You shall ensure compliance by approved subcontractors of the applicable provisions herein. You shall fully indemnify and save harmless the Corporation from all actions, claims, damages, costs and expenses whatsoever arising out of any subcontractor's breach of applicable provisions of this Agreement.

8. As soon as reasonably possible after becoming aware of a personal interest that causes or is likely to cause a conflict of interest in relation to the performance of this Agreement, the Contractor must give written notice of such interest to the Corporation. Once obligated to give notice of personal interest, the Contractor may not commence nor continue the Services until instructed in writing to do so by the Corporation. If, in the opinion of the Corporation, a conflict of interest warrants such action, the Corporation may give notice of termination of this Agreement to the Contractor.

9. The Contractor must:

    a. keep statements, invoices, accounts, receipts and other records of the costs and expenses incurred in performing the Services including all payroll records, and other documents relating to such costs and expenses for a period of seven years; and

    b. on demand, permit the Corporation to examine, audit and take copies or extracts from the accounts, records or documents for the purpose of verifying either performance of Services or expenses incurred under this Agreement.

10. Subject to such other terms and conditions as may be set out in Schedule 1 or in any Services Request Confirmation Letter provided for therein, payments made by the Corporation to the Contractor will be made within 30 days of receipt of the Contractor's accurate invoice for Services properly rendered. Invoices must include a separate entry for charges for services performed, an hourly breakdown of Services, if applicable, and reasonable expenses incurred by the Contractor (and pre-approved by the Corporation as applicable).

11. The Contractor shall permit any representative of the Corporation to evaluate the Services through:

    a. observation of the Services in progress;

    b. access to the records maintained under Section 9; and

    c. oral or written communications with the individuals providing the Services, or employees, officers or agents, as applicable, of the Contractor, or all of them.

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12. Each party shall indemnify the other, its employees and agents against and from any and all third party claims, demands, actions, or costs (including legal costs on a solicitor-client basis) to the extent arising from

    a. that party's breach of this Agreement, or

    b. the negligence, other tortious act or wilful misconduct of that party, or those for whom it is legally responsible, in relation to the performance of its obligations under this Agreement.

13. The Contractor shall indemnify and hold harmless the Corporation against and from any loss or damage to the real or personal property of the Corporation to the extent arising from the Contractor's breach of this Agreement or from the negligence, other tortious act or wilful misconduct of the Contractor, or those for whom it is legally responsible.

    Notwithstanding the foregoing, Corporation's liability under this Agreement shall be limited to the aggregate value of this contract in Canadian dollar terms for worked billed and paid and at no time shall either party be responsible for indirect or consequential damages of any kind.

14. The Corporation shall indemnify, defend and hold harmless Contractor and its subsidiary and affilliated companies, and their employees, officers, directors, shareholders, licensees and agents from and against all liabilities, losses, damages or expenses, including reasonable attorneys' fees and costs, which Contractor or such other party may incur as the result of any claim, suit, or proceeding brought or threatened arising out of (i) the nature of use of Corporation's products or services; (ii) any assertions Contractor makes on Corporation's behalf, including assertions about Corporation's company, products or services, or about their competitors and the competitors' products or services, in any materials Contractor may prepare for Corporation, if the assertions are based on materials, information, representations, reports, data or releases supplied to Contractor by or through Corporation, or which Corporation approves; (iii) risks or restrictions which Contractor brings to Corporation's attention where Corporation elects to proceed; or (iv) infringement or claims of infringement arising out of Contractor's adherence to Corporation's instructions.

    Notwithstanding the foregoing, Contractor's liability under this Agreement shall be limited to the aggregate value of this contract in CDN dollar terms for worked billed and paid and at no time shall either party be responsible for indirect or consequential damages of any kind.

15. The provisions set out in Sections 12, 13 and 14 shall survive termination of this Agreement.

16. The Contractor shall cooperate with the Corporation in the completion of any evaluation and shall revise the Services as directed by the Corporation.

17. It is expressly understood between the Parties that time is of the essence.

18. The Corporation is a Provincial Crown Corporation and by law is not required to pay or remit GST. As such, the Corporation will not pay or reimburse the Contractor for GST on goods or services provided to the Corporation under the terms of this Agreement.

19. The Corporation may terminate this Agreement, without cause, by giving the Contractor sixty (60) days' notice in writing.

20. The Corporation, on written notice to the Contractor, may reduce the scope of the Services.

21. If this Agreement is terminated pursuant to Section 19, or the scope of the Services is reduced pursuant to Section 20, and the Contractor has incurred costs directly related to the Services which the Corporation approved and over which the Contractor had no reasonable control, the Corporation will pay the Contractor for those costs.

22. If the Agreement is terminated pursuant to Section ~~18~~ 19, the Corporation shall pay the Contractor, on receipt and acceptance by the Corporation of an accurate invoice for any portion of the Services provided to the Corporation through the effective date of termination.

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23. The Parties agree to use commercially reasonable efforts to resolve any disputes arising between them as reasonably, efficiently and cost-effectively as possible, and the Parties agree:
    a. At all relevant times, the Parties will:
        i. try to resolve all disputes by negotiations, in good faith and acting reasonably, ensure their representatives will try to resolve disputes without litigation, controversy or any claim arising from this agreement, or breach of it; and
        ii. provide frank, candid and timely disclosure of all relevant facts, information and documents to facilitate those negotiations.
    b. If a dispute cannot be resolved through negotiations under Section 22(a) the Parties agree to participate in mediation with a mutually acceptable mediator.
    c. The Parties will share the cost of the mediator equally and bear their own costs of mediation.
    d. If the Parties cannot agree on a mediator they will accept the appointment of a mediator by the President or Executive Director of the Alberta Arbitration and Mediation Society to arrange for mediation.
    e. The Parties agree that any efforts to resolve their dispute by negotiations under Section 22(a) or with the assistance of a mediator, at any time during or after the term of the agreement, does not suspend the expiration of any time limitation for taking any act under the Agreement unless the Parties have specifically agreed in writing to waive or vary that time requirement.
    f. Unless otherwise instructed by the Corporation or delegated in a notice, the Contractor will continue to carry out its obligations under and in accordance with any proceedings under this Agreement.
    g. In the event the parties cannot settle a dispute through mediation, they may agree on settling the dispute through binding arbitration or through normal legal channels and procedures.
24. The Contractor acknowledges that this Agreement and all records received, collected, produced or stored by the Contractor pursuant to this Agreement, with the exception of the Contractor's own administrative, financial or human resource management records, belong to and shall remain under the control of the Corporation and are subject to the access and privacy provisions of the *Freedom of Information and Protection of Privacy Act* ("**FOIP**"). Upon notification by the Corporation of receipt of an access to information request, the Contractor shall provide to the Corporation, at the Contractor's expense, copies of all records specified by the Corporation.
25. The personal information collected pursuant to this Agreement is collected under the authority of section 33(c) of FOIP for the purpose of entering into this Agreement. The privacy provisions of the FOIP protect the personal information collected.
26. Be advised that Travel Alberta is an Alberta Crown Corporation formed and existing under the *Travel Alberta* Act. Travel Alberta may be required to disclose the existence of all sole source contracts with a value of $10,000 or more, subject to certain very limited exceptions. Your contract may fall into this category and its' existence may be disclosed. The existence of the sole source contract, its value, your company name as a vendor to Travel Alberta (and possibly address) and a summary of the general services being provided may be disclosed. This information may be public information as determined by the Government of Alberta. In agreeing to provide services to Travel Alberta you are agreeing to this potential disclosure.

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27. Due to training, employment and replacement costs, unless agreed to in writing duly executed by both parties, Travel Alberta agrees that during the term of this Agreement and for a period of one year thereafter, it will not employ or attempt to employ any employee of Contractor who had been assigned to or involved with Travel Alberta's account. In the event that Travel Alberta does employ a Contractor employee, either directly or indirectly, a fee equal to 30% of the employee's first year's compensation package will be due Agency upon acceptance by the employee of employment.
28. This Agreement will be construed, interpreted and enforced in accordance with the laws of the Province of Alberta and the federal laws of Canada applicable therein. Subject to Section 22, all disputes will be handled pursuant to, and the parties attorn to, the jurisdiction of the Courts of Alberta.
29. If any provision of this Agreement or its application to any Party or circumstance is determined by a court of competent jurisdiction to be illegal, invalid or unenforceable, it will be ineffective only to the extent of its illegality, invalidity or unenforceability without affecting the validity or the enforceability of the remaining provisions of this Agreement and without affecting its application to other parties or circumstances.
30. This Agreement may not be amended, supplemented or otherwise modified in any respect except by written agreement signed by the Parties.
31. All notices and invoices shall be given in writing, quoting the Contract No., delivered to the Corporation and the Contractor in writing at the respective addresses given above.
32. In performing the Services, the Contractor shall comply with all applicable laws, orders, regulations, standards, codes and other rules, licenses and permits and all lawful authorities and applicable regulatory bodies.
33. This Agreement may be executed in any number of counterparts (including counterparts by facsimile), each of which will be deemed to be an original and all of which, taken together, will be deemed to constitute one and the same instrument. Delivery by facsimile or by electronic transmission of an executed counterpart of this Agreement is as effective as delivery of an originally executed counterpart of this Agreement.
34. The Parties confirm that it is their wish that this Agreement and any other documents delivered or given under this Agreement, including notices, have been and will be in the English language only.

The Parties have made this Agreement as of the date noted above.

TRAVEL ALBERTA

Per: _____

Royce Chwin
Name of Authorized Officer (print)

CEO
Title of Officer Authorized to bind the Corporation

FINN PARTNERS, INC.

Per: _____

Martin Ettlemyer
Name of Authorized Officer (print)

Chief Financial Officer
Title of Officer Authorized to bind the Corporation

Agreement No.: TAVPA 1294

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