



Financial Statements

For the year ended December 31, 2016



Fairtrade Canada Inc.
Financial Statements
For the year ended December 31, 2016

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Independent Auditor's Report

To the Members of Fairtrade Canada Inc.

We have audited the accompanying financial statements of Fairtrade Canada Inc., which comprise the balance sheet as at December 31, 2016, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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



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Independent Auditor's Report (continued)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Fairtrade Canada Inc. as at December 31, 2016, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

Collins Barrow Ottawa LLP

Chartered Professional Accountants, Licensed Public Accountants
June 8, 2017
Ottawa, Ontario

Fairtrade Canada Inc.
Balance Sheet

December 31	2016	2015
Assets		
Current		
Cash (Note 1)	\$ 833,461	\$ 785,731
Short-term deposits (Note 2)	191,847	256,465
Accounts receivable (Note 3)	937,074	1,408,077
Prepaid expenses	128,967	28,761
	2,091,349	2,479,034
Tangible capital assets (Note 4)	29,078	65,842
Other intangible assets	4,773	4,773
	\$ 2,125,200	\$ 2,549,649

Liabilities and Net Assets

Current		
Accounts payable and accrued liabilities (Note 7)	\$ 797,264	\$ 1,043,047
Government remittances payable	32,197	42,322
	829,461	1,085,369
Deferred lease inducements (Note 8)	1,878	9,389
	831,339	1,094,758
Net Assets		
Internally restricted		
Invested in capital assets (Note 9)	29,078	65,842
Contingency reserve (Note 9)	450,000	513,000
Unrestricted	814,783	876,049
	1,293,861	1,454,891
	\$ 2,125,200	\$ 2,549,649

On behalf of the Board:



Jennifer Williams, Chair



Mark McLaughlin, Treasurer

Fairtrade Canada Inc.
Statement of Changes in Net Assets

For the year ended December 31, 2016

	Internally Restricted			Total
	Invested in Capital Assets	Contingency Reserve	Unrestricted	
Balance , beginning of year	\$ 65,842	\$ 513,000	\$ 876,049	\$ 1,454,891
Deficiency of revenue over expenses for the year	(36,764)	-	(124,266)	(161,030)
Transfer related to other internally imposed restrictions (Note 9)	-	(63,000)	63,000	-
Balance , end of year	\$ 29,078	\$ 450,000	\$ 814,783	\$ 1,293,861

For the year ended December 31, 2015

	Internally Restricted			Total
	Invested in Capital Assets	Contingency Reserve	Unrestricted	
Balance, beginning of year	\$ 102,232	\$ 250,000	\$ 1,035,980	\$ 1,388,212
Excess (deficiency) of revenue over expenses for the year	(37,497)	-	104,176	66,679
Purchase of tangible and intangible capital assets	1,107	-	(1,107)	-
Transfer related to other internally imposed restrictions (Note 9)	-	263,000	(263,000)	-
Balance , end of year	\$ 65,842	\$ 513,000	\$ 876,049	\$ 1,454,891

Fairtrade Canada Inc.
Statement of Operations

For the year ended December 31	2016	2015
Revenue		
License fees	\$ 1,685,427	\$ 1,619,827
Other fees and charges (Note 13)	558,590	873,891
Interest	1,956	3,864
Total revenue	<u>2,245,973</u>	<u>2,497,582</u>
Expenses		
Finance and administration (Note 14) (Schedule)	520,612	328,668
Business development (Schedule)	398,394	697,177
Mark integrity (Schedule)	444,441	527,967
Marketing and communications (Schedule)	358,334	436,751
Fees to the Global System	420,050	369,852
Governance (Note 15)	279,730	146,408
Other expenses (recoveries) (Note 16)	(14,558)	(75,920)
Total expenses (Schedule)	<u>2,407,003</u>	<u>2,430,903</u>
Excess (deficiency) of revenue over expenses for the year	\$ (161,030)	\$ 66,679

Fairtrade Canada Inc.
Statement of Cash Flows

For the year ended December 31	2016	2015
Cash flows from (used in) operating activities		
Excess (deficiency) of revenue over expenses for the year	\$ (161,030)	\$ 66,679
Adjustments for		
Amortization of tangible and intangible capital assets (Note 4)	36,764	37,497
Amortization of deferred lease inducements	(7,511)	(7,511)
	(131,777)	96,665
Changes in non-cash working capital balances		
Accounts receivable	471,003	(474,330)
Prepaid expenses	(100,206)	23,347
Accounts payable and accrued liabilities related to operating items (Note 7)	(404,588)	402,656
Government remittances payable	(10,125)	21,600
Deferred revenue	-	(5,287)
	(175,693)	64,651
Cash flows from (used in) financing activities		
Net increase in unremitted fees collected on behalf of other organizations (Note 7)	158,805	129,376
Cash flows from (used in) investing activities		
Purchase of tangible and intangible capital assets	-	(1,107)
Increase (decrease) in cash and cash equivalents during the year	(16,888)	192,920
Cash and cash equivalents, beginning of year	1,042,196	849,276
Cash and cash equivalents, end of year	\$ 1,025,308	\$ 1,042,196
Represented by		
Cash	\$ 833,461	\$ 785,731
Short-term deposits	191,847	256,465
	\$ 1,025,308	\$ 1,042,196

Fairtrade Canada Inc.

Summary of Significant Accounting Policies

December 31, 2016

Nature of Organization	<p>Fairtrade Canada Inc. ("Fairtrade") is a not-for-profit organization incorporated without share capital under the laws of Canada. Fairtrade has continued under the Canada Not-for-profit Corporations Act. Fairtrade is also a not-for-profit organization within the meaning of the Income Tax Act of Canada and is exempt from income taxes on its not-for-profit activities.</p> <p>In accordance with Fairtrade's Articles of Continuance under the Canada Not-for-profit Corporations Act, Fairtrade's statement of purpose is to promote fairness in trade, internationally and domestically. The Articles of Continuance also require that any property remaining on liquidation of Fairtrade, after the discharge of its liabilities, shall be distributed to one or more organizations with purposes similar to those of Fairtrade's.</p> <p>Fairtrade's operations primarily involve the licensing of a consumer logo for coffee, tea, chocolate, sugar and other products, as determined from time to time, imported into Canada under fair trade conditions. A significant portion of Fairtrade's revenue is derived from a small number of organizations. For the 2016 fiscal year Fairtrade derived approximately 52% (2015 - 55%) of its license fees revenue from five (2015 - five) organizations.</p>
Basis of Presentation	<p>These financial statements are prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations which are part of Canadian generally accepted accounting principles and include the following significant accounting policies.</p>
Use of Estimates	<p>The preparation of financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimates and assumptions as additional information becomes available in the future. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in operations in the fiscal period in which they become known.</p> <p>Significant estimates include assumptions used in estimating: the initial fair value of financial instruments; the amounts and collectibility of accounts receivable including related license fees revenue; the useful lives, amortization and long-term potential of tangible and intangible capital assets; the impairment, if any, of other intangible assets; provisions for accrued liabilities; and the functional allocation of expenses.</p>

Fairtrade Canada Inc.

Summary of Significant Accounting Policies

December 31, 2016

Financial Instruments

Fairtrade's financial instruments are financial assets or financial liabilities where, in general, Fairtrade has the right to receive cash or another financial asset from another party or Fairtrade has the obligation to pay another party cash or other financial assets.

Measurement of financial instruments

Fairtrade initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions.

Fairtrade subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments, if any, that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in operations.

Financial assets and financial liabilities measured at amortized cost include cash, short-term deposits, accounts receivable, and accounts payable and accrued liabilities.

There are no financial assets or financial liabilities measured at fair value.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in operations as an expense. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in operations as a recovery.

Transaction costs

Fairtrade recognizes its transaction costs in operations in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

Capital Assets

Tangible capital assets are recorded at cost. Amortization rates and methods for tangible capital assets are as follows:

Computer equipment	3 year	straight-line basis
Office equipment	5 year	straight-line basis

Leasehold improvements are being amortized on a straight line basis over the lesser of: their estimated useful life or the term of the lease. (See Note 10 to these financial statements.)

Fairtrade Canada Inc.

Summary of Significant Accounting Policies

December 31, 2016

Revenue Recognition	License fees are determined based on the quarterly activity of the licensee and are recognized as revenue by Fairtrade in the quarter the fees are assessable by Fairtrade. Other fees and charges are recognized as revenue when services are rendered or as goods are sold. Revenue is recognized to the extent that amount to be received can be reasonably estimated and collection is reasonably assured. Under certain agreements, Fairtrade collects fees on behalf of other organizations on an agency basis and after their receipt distributes these fees to these other organizations. These fees are not Fairtrade's revenue and are not presented as such in the Statement of Operations. Fairtrade's obligation to distribute funds to other organizations arises when Fairtrade is in receipt of the fees and until receipt occurs any fees receivable and payable are presented on a net offsetting basis in the Balance Sheet.
Allocation of Expenses	Fairtrade's expenses are presented in the Statement of Operations on a functional basis. Certain expenses incurred are attributed to more than one function and are directly related to the output of the applicable function. These expenses are therefore considered direct program expenses and not indirect allocated expenses. Direct program expenses include certain salaries and benefits that are attributed to functions based on estimated time spent. Functional expense totals also include certain indirect allocated expenses consisting of certain facilities related expenses (including amortization expenses related to tangible and intangible assets, and deferred lease inducements) that are allocated to other functions based on relative usage.
Cash and Cash Equivalents	For purposes of Fairtrade's Statement of Cash Flows, cash and cash equivalents are defined as bank balances; demand deposits; and short-term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Normally only non-equity investments would be considered a cash equivalent, otherwise they would be considered an investing activity. In addition, bank overdrafts would only be considered a cash equivalent if they are repayable on demand and form an integral part of Fairtrade's cash management, whereby the bank balance fluctuates frequently from positive to overdrawn, otherwise they would be considered a financing activity.

Fairtrade Canada Inc. Notes to Financial Statements

December 31, 2016

1. Cash

Fairtrade's bank accounts are held at a Canadian chartered bank, earn nominal interest at a floating rate and include \$564,705 Canadian (2015 - \$215,588 Canadian) denominated in U.S. dollars which have been translated to Canadian dollars in these financial statements.

2. Short-Term Deposits

Short-term deposits are carried at cost plus accrued interest. Fairtrade's practice is to hold its short-term deposits in Canadian chartered banks and major Canadian financial services companies. Short-term deposits as at December 31, 2016 consist of several individual investments that mature throughout 2017 (2015 - throughout 2016 and 2017) bearing interest at rates between 0.35% and 1.30% (2015 - 0.50% and 1.60%) for an average of 0.62% (2015 - 1.00%). The investments can be redeemed and are therefore considered to be a cash equivalent.

3. Accounts Receivable

	<u>2016</u>	<u>2015</u>
Accounts receivable	\$ 951,239	\$ 1,468,868
Less: Allowance for doubtful accounts	(14,165)	(60,791)
	<u>\$ 937,074</u>	<u>\$ 1,408,077</u>

The allowance for doubtful accounts is provided for the amount of possibly impaired accounts receivable. The carrying amount of total accounts receivable that includes an impairment provision equals \$15,549 (2015 - \$104,778). The establishment of the allowance for doubtful accounts relies on the judgment of Fairtrade's management based on expectations of future collections and past experience.

The net amount of accounts receivable includes \$171,056 Canadian (2015 - \$341,320 Canadian) denominated in U.S. dollars, \$5,204 Canadian (2015 - \$316,311 Canadian) denominated in Euros, \$46,762 Canadian (2015 - \$57,396 Canadian) denominated in British Pounds and \$4,094 Canadian (2015 - \$nil Canadian) denominated in South African Rand. These amounts have been translated to Canadian dollars in these financial statements.

Fairtrade Canada Inc.
Notes to Financial Statements

December 31, 2016

4. Tangible Capital Assets

	2016			2015		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Computer equipment	\$ 119,579	\$ 104,688	\$ 14,891	\$ 119,579	\$ 90,166	\$ 29,413
Office equipment	47,385	37,974	9,411	47,385	34,837	12,548
Leasehold improvements	65,313	60,537	4,776	65,313	41,432	23,881
	\$ 232,277	\$ 203,199	\$ 29,078	\$ 232,277	\$ 166,435	\$ 65,842

As set out in the summary of significant accounting policies, Fairtrade changed its accounting estimates of the useful lives of its computer equipment and office equipment effective January 1, 2016. The impact of these changes in accounting estimates resulted in a \$6,327 increase in amortization expense for the year ended December 31, 2016.

5. Intangible Capital Assets

	2016			2015		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Computer software	\$ 65,468	\$ 65,468	\$ -	\$ 65,468	\$ 65,468	\$ -

6. Credit Facilities

Fairtrade has an unused line of credit at a Canadian chartered bank in the amount of \$40,000 (2015 - \$40,000) at bank prime plus 2.25% (2015 - bank prime plus 2.25%). It is due on demand and is secured by the pledge of an investment certificate of \$40,000 (2015 - \$40,000) which is included in the short-term deposits set out in Note 2 to these financial statements.

In addition Fairtrade has credit facilities in the form of corporate credit cards which total \$35,000 (2015 - \$102,200) of which \$3,874 (2015 - \$11,183) was utilized, was not overdue and is included in accounts payable and accrued liabilities set out in Note 7 to these financial statements .

Fairtrade Canada Inc. Notes to Financial Statements

December 31, 2016

7. Accounts Payable and Accrued Liabilities

The trade accounts payable and accrued liabilities related to operating items below include \$7,695 Canadian (2015 - \$20,811 Canadian) denominated in U.S. dollars, and \$119,551 Canadian (2015 - \$424,187 Canadian) denominated in Euros. The unremitted fees collected on behalf of other organizations below are stated in Canadian dollars but are denominated in U.S. dollars. All these amounts have been translated to Canadian dollars in these financial statements.

Accounts payable and accrued liabilities are comprised of amounts owing for the following:

	2016	2015
Trade accounts - operating items	\$ 223,241	\$ 627,829
Unremitted fees collected on behalf of other organizations	574,023	415,218
	\$ 797,264	\$ 1,043,047

8. Deferred Lease Inducements

	2016	2015
Cost	\$ 26,000	\$ 26,000
Less: Accumulated amortization	24,122	16,611
	\$ 1,878	\$ 9,389

9. Internally Restricted Net Assets

Invested in capital assets

Amounts invested in capital assets represents amounts internally restricted by Fairtrade's Board of Directors and equals the net book value of Fairtrade's tangible and intangible capital assets, if any, less directly related debt, if any.

Contingency reserve

The contingency reserve represents net assets that have been internally restricted by Fairtrade's Board of Directors. Changes in the reserve are facilitated by transfers from and to unrestricted net assets, and among the reserve's components as approved by Fairtrade's Board of Directors.

Fairtrade Canada Inc. Notes to Financial Statements

December 31, 2016

9. **Internally Restricted Net Assets** (continued)

Contingency reserve (continued)

	2016	2015
General contingencies	\$ 450,000	\$ 313,000
Communications and producers support	-	200,000
	\$ 450,000	\$ 513,000

10. **Commitments**

Premises

Fairtrade has leased office space under an agreement which expired June 30, 2016. This agreement contained a renewal option for an additional five years, however in April 2016 Fairtrade was advised that the option would only be extended to March 31, 2017. Fairtrade's commitment to lease payments as at December 31, 2016 is \$18,706 over the balance of the lease term.

Fairtrade has a sublease agreement for part of its office space. The rental income is included in other fees and charges revenue in the Statement of Operations.

As at December 31, 2016 sublease payments of \$4,813 are receivable over the balance of the sublease agreement which also ends March 31, 2017.

Other

In connection with its operations, Fairtrade regularly enters into agreements for the purchase of various supplies and services including the rental of equipment. Certain of these agreements extend beyond the end of the 2016 fiscal year. In the opinion of management, these agreements are in the normal course of Fairtrade's operations, are not abnormal in amount or nature and do not include a high degree of speculative risk.

Fairtrade Canada Inc. Notes to Financial Statements

December 31, 2016

11. Subsequent Event

Subsequent to December 31, 2016, Fairtrade entered into an office lease for new premises. The lease is for the period commencing April 1, 2017 and ending March 31, 2024. Fairtrade is committed to the following lease payments over the lease term on a fiscal year basis.

2017	\$ 13,320
2018	18,426
2019	19,314
2020	20,202
2021	21,090
2022	22,311
2023	23,643
2024	5,994
	<hr/>
	\$ 144,300

The lease contains certain periods of free rent and the monthly lease rate changes throughout the lease term. In accordance with Canadian Accounting Standards for Not-for-Profit Organizations, the total amounts payable under the lease are to be amortized over the entire lease term, including the rent-free periods, and a prorata share is to be charged to operations resulting in an equal annualized expense for each fiscal year.

In addition Fairtrade would be responsible for its share of operating costs which is estimated to be approximately \$31,000 per year.

The lease also contains a five year renewal option at the greater of the rent in the last year of the lease term and market rates at the time.

12. Financial Instruments Risks and Concentrations

Fairtrade is exposed to various risks through its financial instruments. The following analysis provides a measure of Fairtrade's risk exposures and concentrations as at December 31, 2016.

Fairtrade is not involved in any hedging relationships through its operations and does not hold or use any derivative financial instruments for trading purposes.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Fairtrade is exposed to credit risk on its accounts receivable, set out in Note 3 to these financial statements, in the event of non-payment by its licensees. Fairtrade has no significant concentration of credit risk on its accounts receivable set out in Note 3 to these financial statements, however on an on-going basis Fairtrade's revenue is concentrated in a small number of organizations. Although not

Fairtrade Canada Inc. Notes to Financial Statements

December 31, 2016

12. Financial Instruments Risks and Concentrations (continued)

Credit risk (continued)

considered a significant credit risk, credit risk also exists in relation to the Fairtrade's cash and short-term deposits balances set out in Notes 1 and 2 to these financial statements.

Liquidity risk

Liquidity risk relates to the risk that Fairtrade will encounter difficulty in meeting its obligations associated with its financial liabilities and commitments. Fairtrade is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, government remittances payable and its commitments.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. Fairtrade is mainly exposed to currency risk and interest rate risk.

Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. Portions of Fairtrade's revenue and expenses as well as certain of its financial instruments are in foreign currencies. Consequently, Fairtrade is exposed to foreign exchange fluctuations on its cash as set out in Note 1 to these financial statements, its net accounts receivable as set out in Note 3 to these financial statements, and its accounts payable and accrued liabilities as set out in Note 7 to these financial statements, which results in foreign exchange gains and losses as set out in Note 16 to these financial statements.

Interest rate risk

Interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Fairtrade does not have any used interest bearing credit facilities, as set out in Note 6 to these financial statements. Consequently, Fairtrade is not exposed to interest rate fluctuations on this financial instrument. However, the short-term deposits set out in Note 2 to these financial statements bear interest at fixed rates and as such are subject to interest rate price risk resulting in changes in fair value from market fluctuations in interest rates. Fairtrade holds floating rate financial instruments being its cash balances set out in Note 1 to these financial statements which are subject to cash flow risk as interest rates change.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. Fairtrade is not exposed to other price risk since its financial instruments are not traded in the market.

Fairtrade Canada Inc.
Notes to Financial Statements

December 31, 2016

12. Financial Instruments Risks and Concentrations (continued)

Changes in risk

There have been no significant changes in Fairtrade's financial instruments risk exposures during the year ended December 31, 2016.

13. Other Fees and Charges

	<u>2016</u>	<u>2015</u>
Global account management fees	\$ 354,824	\$ 343,875
Fees for service	152,989	488,663
Other fees	31,527	22,103
Rent	19,250	19,250
	<u>\$ 558,590</u>	<u>\$ 873,891</u>

14. Finance and Administration - Business Restructuring

During the 2016 fiscal year Fairtrade incurred business restructuring expenses that are recorded in finance and administration expenses in the Statement of Operations and in the Schedule of Total Expenses in the following line items, and consist of:

Awareness (communications to stakeholders)	\$ 550
Salaries, benefits, recruiting and employee development (salaries and benefits)	111,974
Professional services fees (legal and human resources)	<u>15,673</u>
	<u>\$ 128,197</u>

15. Governance

During the 2016 and 2015 fiscal years Fairtrade incurred significant legal expenses related to governance processes and by-laws to update and conform to the Canada Not-for-profit Corporations Act (the "CNCA").

Fairtrade Canada Inc.
Notes to Financial Statements

December 31, 2016

16. Other Expenses (Recoveries)

During 2016, Fairtrade incurred a foreign exchange loss of \$24,764 (2015 - \$115,894 gain) which is included in other expenses (recoveries) in the Statement of Operations. Other expenses (recoveries) also includes bad debts recovered of \$40,446 (2015 - bad debts expense of \$39,975).

17. Corresponding Amounts and Disclosures

In certain instances, 2015 fiscal year corresponding amounts and disclosures presented have been reclassified to conform with the financial statement presentation and disclosures adopted for the 2016 fiscal year.

Fairtrade Canada Inc. Schedule of Total Expenses

For the year ended December 31, 2016

	Finance and Administration	Business Development	Mark Integrity	Marketing and Communications	Other Items	Total
External monitoring	\$ -	\$ -	\$ 141,378	\$ -	\$ -	\$ 141,378
Awareness (Note 14)	6,010	34,428	-	149,154	-	189,592
Salaries, benefits, recruiting and employee development (Note 14)	375,074	282,881	245,807	140,307	-	1,044,069
Travel expenses	25,803	22,199	1,098	15,546	-	64,646
Departmental supplies	5,116	6,958	6,811	3,184	-	22,069
Professional services fees (Note 14)	86,207	361	212	31,361	-	118,141
Facility related expenses	22,402	51,567	49,135	18,782	-	141,886
Fees to the Global System	-	-	-	-	420,050	420,050
Governance (Note 15)	-	-	-	-	279,730	279,730
Other expenses (recoveries) (Note 16)	-	-	-	-	(14,558)	(14,558)
	\$ 520,612	\$ 398,394	\$ 444,441	\$ 358,334	\$ 685,222	\$ 2,407,003

For the year ended December 31, 2015

	Finance and Administration	Business Development	Mark Integrity	Marketing and Communications	Other Items	Total
External monitoring	\$ -	\$ -	\$ 146,642	\$ -	\$ -	\$ 146,642
Awareness	22,693	37,931	-	145,084	-	205,708
Salaries, benefits, recruiting and employee development	175,407	547,149	314,601	220,110	-	1,257,267
Travel expenses	24,648	49,226	7,150	22,546	-	103,570
Departmental supplies	10,947	10,337	9,882	681	-	31,847
Professional services fees	55,761	55	500	28,105	-	84,421
Facility related expenses	39,212	52,479	49,192	20,225	-	161,108
Fees to the Global System	-	-	-	-	369,852	369,852
Governance (Note 15)	-	-	-	-	146,408	146,408
Other expenses (recoveries) (Note 16)	-	-	-	-	(75,920)	(75,920)
	\$ 328,668	\$ 697,177	\$ 527,967	\$ 436,751	\$ 440,340	\$ 2,430,903