

## CIRCULAR CATALYST PROGRAM

### Terms and Conditions

Last updated: April 2026

#### 1. About the Waste Matchmaking Program

The Circular Catalyst Program (the “Program”) connects organizations with surplus usable materials (“Offering Organizations”) to community organizations, social enterprises, or businesses (“Receiving Organizations”) that may be able to reuse or repurpose those materials. The Program aims to reduce landfill waste, support local organizations, and help advance a circular economy in Greater Victoria.

#### 2. Role of the Program

The Program acts solely as an impartial facilitator. It does not buy, sell, store, transport, inspect, or take ownership of materials; negotiate agreements; or guarantee matches. All decisions and exchanges take place directly between participating organizations.

#### 3. Who Can Participate

Participation is open to organizations operating within the Program’s service area, including tourism and hospitality businesses, non-profits, social enterprises, and community organizations. Individuals participating on behalf of an organization confirm that they have authority to do so.

#### 4. Accepted and Excluded Materials

The Program supports the exchange of solid, non-hazardous materials suitable for reuse. Hazardous materials, liquids, perishables (unless approved), and materials requiring specialized handling or licensing are excluded.

#### 5. Responsibilities of Offering Organizations

Offering Organizations must provide accurate information, disclose known issues, ensure materials are legal and safe, and comply with all applicable laws and regulations.

#### 6. Responsibilities of Receiving Organizations

Receiving Organizations must assess materials before acceptance, arrange logistics unless otherwise agreed, manage materials responsibly, and comply with applicable laws.

#### 7. Matching Process and No Guarantee

Submission of material information does not guarantee a match. The Program makes reasonable efforts to identify suitable matches based on availability, capacity, and timing.

## **8. Independent Agreements**

All material exchanges take place under direct, independent agreements between Offering and Receiving Organizations. The Program is not a party to these agreements.

## **9. Transportation and Costs**

Unless otherwise agreed, all transportation and related costs are the responsibility of the participating organizations. The Program does not provide transportation services.

## **10. Assumption of Risk**

Materials are exchanged “as is, where is,” and participants assume all risks associated with handling, transport, storage, and use of materials.

## **11. Limitation of Liability**

The Program is not responsible for the condition, quality, safety, or fitness of materials, or for any injury, loss, or damage arising from participation.

## **12. Information Sharing and Privacy**

Participants consent to the sharing of submitted information with potential matches for Program purposes. Information is handled in accordance with applicable privacy legislation.

## **13. Impact Reporting and Communications**

Participants agree to include their business’ name in communications material. The Program may report aggregated, anonymized impact data. Use of names, photos, or testimonials will only occur with consent.

## **14. Right to Refuse or Discontinue Participation**

The Program reserves the right to refuse or discontinue participation where materials are unsuitable, information is inaccurate, or participation is inconsistent with Program objectives.

## **15. No Financial Transactions**

The Program does not facilitate payments. Any financial arrangements are made solely between participating organizations.

## **16. Governing Law**

These Terms and Conditions are governed by the laws of the Province of British Columbia and applicable laws of Canada.

## **17. Acceptance of Terms**

By participating in the Program, organizations confirm that they have read, understood, and agreed to these Terms and Conditions.