



**GUARDIAN  
BUILDING PRODUCTS**

## **GUARDIAN BUILDING PRODUCTS GIFT AND ENTERTAINMENT POLICY**

GBP employees may not solicit money, gifts or other consideration from a customer, supplier, employee, or other business related party.

GBP employees are not permitted to either give to or receive gifts from customers, suppliers or other business-related parties that have a total annual cumulative value greater than \$100. Generally acceptable items are those promotional items (t-shirts, pens, coffee mugs, etc.) that are imprinted with a company logo, and other items of nominal value. GBP employees are not permitted to either give to or receive money, gift certificates, gift cards or any other form of generic cash equivalent of any value from customers, suppliers, or other business-related parties.

Participation in lunches, dinners or social events hosted by suppliers or business-related outside entities is acceptable if it does not represent a conflict of interest or impropriety, and the general value is within policy limits.

Questions as to appropriateness of a gift, event or other considerations, as well as any exceptions to the above policy, must be addressed by an officer of Guardian Building Products.