



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

Canada Border Services Agency  
International Events and Convention Services Program  
Box 178, Carievale, Sk  
S0C 0S0

June 20, 2016

File #CAL\_2016\_09165  
Border to Show On-site Authorized

Stagnato Business Information  
2300 Yonge Street, Suite 1510  
Toronto, Ontario  
M4P 1E4

Dear Ms. Hunt,

In response to your correspondence dated May 18, 2016, the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

The Convenience U CARWACS Show  
September 28<sup>th</sup> and 29<sup>th</sup>, 2016  
BMO Centre Stampede Park  
Calgary, Alberta

The information provided to the CBSA states there will be approximately 2500 attendees to which 10 % are foreign to Canada and that the event is closed to the general public with no sales.

We are pleased to inform you that the **Border to Show on-site service**, as outlined in the CBSA Departmental memorandum D8-1-2, ([www.cbsa-asfc.gc.ca/publications/dm-md/d8/d8-1-2-eng.pdf](http://www.cbsa-asfc.gc.ca/publications/dm-md/d8/d8-1-2-eng.pdf)) has been granted for this event. Although your request for "Border to Show" is approved, it is your responsibility to confirm arrangements with our Calgary office. Please contact a Commercial Superintendent at 403-292-5705 to make the necessary arrangements. Also note, that as per D-Memorandum 8-1-2, paragraph 125, "special service charge fees may apply" when using border to show services.

As outlined in your correspondence, this event is expecting approximately 15 foreign exhibitors who are importing display booths, computers, printed advertising materials, and catalogues for use at the event.

It should be noted that, non-Canadian exhibitors may import display items and exhibit booths temporarily as outlined in the provisions of tariff classification **9993.00.00.00** duty free, on the condition that the goods will be exported from Canada upon the completion of the event.

Goods imported as "giveaways" must be accounted for at time of release on a [Form B3](#), *Canada Customs Coding Form* with all applicable duties and/or taxes collected at the time of importation.

Under certain circumstances, the CBSA will require a security deposit on goods temporarily imported to Canada. These goods are normally documented on the Temporary Admission Permit (Form E29B).

At the time of exportation, goods granted temporary admission on a Form E29B or Carnet must be presented along with importer's/owner's copies of the appropriate documentation to CBSA for verification and certification. This presentation may occur at a CBSA office inland or at the port of export, depending on the circumstances

Canada

involved and is necessary for you to receive a refund of any securities posted. Please note that the refund is not immediate.

Academy Customs and Traffic has been designated as the official customs broker for this event. If you have any questions regarding importing meeting materials into Canada or if you wish to inquire as to the brokerage services provided, please contact Peter Elek at 905-677-9834.

CBSA requires everyone seeking admission into Canada to properly declare themselves to CBSA by providing accurate identification. CBSA will accept a valid passport as proof of citizenship.

Persons who have been convicted of any criminal offences may be inadmissible to Canada. For more information please visit: [www.cic.gc.ca/english/information/inadmissibility/index.asp](http://www.cic.gc.ca/english/information/inadmissibility/index.asp)

If you have attendees from visa-requiring countries ([www.cic.gc.ca/english/visit/visas.asp](http://www.cic.gc.ca/english/visit/visas.asp)), please contact the Special Events Unit of Citizenship and Immigration Canada (CIC) at [special.events@cic.gc.ca](mailto:special.events@cic.gc.ca) with the specifics of your event. They will assess the visa requirements of your event.

To facilitate border procedures it is recommended that exhibitors, carriers, organizers and attendees be provided a copy of this letter for presentation to a CBSA Border Services Officer upon their arrival to Canada.

In conjunction with the presentation of this Recognition Letter, an itemized list of goods including a description, country of origin, quantity and value is required for presentation to CBSA. If your event materials will be imported by a commercial carrier or courier service, a copy of this letter should also be attached to any shipping documents.

Please do not hesitate to contact the undersigned if you have any questions or require additional information.

Sincerely,

Todd Stinson  
Regional Coordinator, International Events and Convention Services Program (IECSP)  
Canada Border Services Agency  
Tel: 306-928-2055 Fax: 306-928-2008  
Teletypewriter: 1-866-335-3237  
Email: [Todd.Stinson@cbsa-asfc.gc.ca](mailto:Todd.Stinson@cbsa-asfc.gc.ca)  
Government of Canada

*The information you provide in this document is collected under the authority of **Section 107(9) of the Customs Act** for the purpose of the facilitation of border coordination services for organizers of international events being held in Canada. The information may be disclosed to Other Government departments and/or Agencies (e.g. Citizenship and Immigration Canada) for the purposes of providing assistance with admissibility requirements.*

*Individuals have the right of access to, the protection and correction of their personal information under the **Privacy Act – Section 12**. The information collected is described under the **International Events Personal Information Bank CBSA PPU 040** which is detailed at [www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-airp/infosource-eng.html](http://www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-airp/infosource-eng.html)*

The logo for the Government of Canada, featuring the word "Canada" in a serif font with a small Canadian flag to the right of the letter "a".