



Canada Border Services Agency
Agence des services frontaliers du Canada

International Events and Convention Services Program
Victory Building, 269 Main Street
Winnipeg, MB R3C 1B3
May 1, 2013

IERS: CAL_2013_04858
Case Log Number: 130017 OT-CO
File Number: HS 9830 (gg)

Rita Hamm, CEO
International Association for Impact Assessment
1330 23rd Street South, Suite C
Fargo, ND 58103 USA

Dear Ms. Hamm:

Thank you for your correspondence dated April 18, 2013. Please accept this letter as the Canada Border Services Agency's (CBSA) - International Events and Convention Services Program (IECSP) official recognition of your event:

Impact Assessment: The Next Generation
May 11 – 16, 2013
BMO Centre
Calgary, Alberta

This event is not open to the public and there will be not be any merchandise sales.

Correspondence indicates that of the approximately 1100 attendees anticipated, about 39% will be Canadian and 61% will be American or other.

There will be about 10 exhibitors of which 6 will be Canadian and about 4 of which will be American or other. Move in is scheduled for May 12, 2013. Display removal is scheduled for May 16, 2013.

Since your head office is located outside of Canada; the event is not open to the public and the majority of participants are non-residents of Canada, **your event qualifies as a foreign event under classification 9830.00.00.00**. Any imported conference materials can enter Canada free of duty and taxes providing the items are exported at the end of the event. Supplies **qualify for full GST/HST relief under Special Authority Code 84-867**.

Exhibitors that import goods into Canada for display purposes qualify for duty-free importation under the provisions of tariff item No. 9993.00.00 with full GST relief, using Special Authority Code 51. Eligible goods may be documented on a Temporary Admission permit, form E29B or an A.T.A. Carnet. CBSA may require a security deposit not exceeding the maximum amount of duties and taxes payable if the goods were permanently imported.

Goods imported temporarily under tariff item No. 9993.00.00 cannot be imported for sale, lease or further manufacturing or processing. **Should temporarily imported goods be given away, sold or otherwise disposed must be accounted for and duties and taxes paid.**

Citizens of the United States require a passport to enter Canada; an enhanced driver's licence is acceptable for land travel only. Permanent residents of the U.S. who are not citizens should carry their U.S. Permanent Resident Card. Persons seeking admission to Canada other than citizens and permanent residents of the United States require a valid passport issued by their country of citizenship. Citizens of many countries may require a visitor visa. Persons convicted of any criminal offences may be inadmissible to Canada. Individuals who import items to display and sell at events in Canada require work permits.

For information on **Immigration issues**, please contact Immigration officials at the nearest Canadian Embassy, High Commission or Consulate. You may also consult the Citizenship and Immigration Canada website at www.cic.gc.ca or contact them in Canada at (888) 242-2100.

For non-Canadian residents, a rebate of the Goods and Services Tax (GST) paid on certain goods and services may be available to them. Pamphlet RC4033, *General Application of GST/HST Rebates* and pamphlet RC4061 *Rebate for Tour Packages, Foreign Conventions, and Non-Resident Exhibitor Purchases* outline provisions for non-resident businesses and non-resident exhibitors. Copies may be obtained from Canadian Consulate General offices, Canada Revenue Agency (CRA) offices, and duty-free shops in Canada as well as on the CRA web site at www.cra-arc.gc.ca.

CBSA notes that you have not appointed an "Official Customs Broker" for this event.

To facilitate border procedures at the time of entry into Canada, we suggest a copy of this letter be given to each event participant. For those importing goods, please have an itemized list of articles including a description, quantity and value. The goods that are being imported into Canada on a temporary basis should be listed separately from the goods that are being imported for giveaway, sale or as consumables while in Canada.

On behalf of CBSA, I am pleased to welcome your event visitors to Canada. Should you require further assistance before or during your event, contact me. You may also wish to consult the Canada Border Services Agency web site at www.cbsa.gc.ca.

Yours truly,

Gina Giessmann
Senior Officer – IECSP Prairie Regional Coordinator
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c.c. CBSA – Central Alberta District