



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

Compliance Verification & Client Services  
International Events and Conventions Services Program  
Prairie Region, Calgary  
2588-27<sup>th</sup> St. N.E.  
Calgary, AB T2G 7G1

Fulcrum Events Inc.  
508 Lawrence Avenue West, Suite 201  
Toronto, Ontario, M6A 1A1

C0304590 (BCL)

January 18, 2010

Attention: Jennifer Forndron  
Fulcrum Events, Inc.

Dear Ms. Forndron,

This is in response to your letter dated November 16, 2009, the CBSA International Events and Conventions Services (IECSP) Program has officially recognized your event and granted permission to import goods for this event:

**Convenience U CARWACS**  
April 13 - 15, 2010  
BMO Centre, Stampede Park  
Calgary, Alberta

You have advised that you are expecting approximately 10-15 non- Canadian exhibitors. They will be importing the following goods into Canada: display booths, brochures, product samples, and related convenience/carwash/gas station products. This is not a buying show but sales orders will be permitted on the exhibit floor.

Goods for this event may be temporarily imported under the provisions of tariff item no. 9993.00.00.00 so long as **the goods will be exported** at the end of the event. The goods must be imported in a reasonable quantity pertaining to their use while in Canada and exported within a reasonable time after the event. Canada Border Services Agency may require documentation on a Temporary Admission Permit, form E29B, or on an A.T.A. Carnet. Should participants decide to give away, sell or otherwise dispose of any temporarily imported goods, they must contact the nearest Canada Border Services Agency office or their Customs Broker to arrange for the proper accounting for those goods. After the event any goods that remain in Canada are subject to the payment of duties and taxes regardless of whether or not the goods are sold.

You indicated this event is **not open** to the public. There will be approximately 2500 delegates, 95 % of which will be Canadian and 5% U.S. or other. Move-in will take place on April 13, 2010 and move-out will be April 15, 2010. You have appointed The Commerce Trade Show Logistics Group as your "Official Customs Broker" for this event. The contact person for this event is Andrew Gillespie and his contact information is Phone: (905) 673-5445 Ext 224, Fax: (905) 673-2574 and [email:AndrewG@commercetradeshows.com](mailto:AndrewG@commercetradeshows.com).

Canada



Your request for “*Border to Show*” is authorized. This allows importers/exhibitors using the services of the assigned event broker the option to move their goods directly to the event site where the broker and/or customs will be on-site to collect the importation documents. Those exhibitors not using the broker’s service must make arrangements to self-clear the goods through the Customs importation process.

Canada Border Services Agency requires that US citizens carry both proof of citizenship **and** proof of identity. A valid U.S. passport, passport card, NEXUS card or FAST card satisfies these requirements for U.S. citizens. If a U.S. citizen does not possess such, they must show a government-issued photo ID (e.g. Driver’s licence) and proof of U.S. citizenship such as a U.S. birth certificate, naturalization certificate, or expired U.S. passport. Persons seeking admission to Canada other than citizens and permanent residents of the United States will be required to be in possession of a valid passport. **Citizens of certain countries may require a Temporary Resident visa (TRV) in order to enter Canada** (*a Visitor Visa is known as a Temporary Resident Visa in Canada*) For an explanation of those requirements, contact Canada Border Services Agency - Immigration at <http://www.cic.gc.ca/english/visit/index.asp> or, in Canada, at 1-888-242-2100. In addition to those requirements, exhibitors or participants who are not Canadian should also carry a copy of this letter to facilitate their entry into Canada.

Nationals of other countries may engage in exhibiting or displaying goods without a work permit from Citizenship & Immigration providing they are not selling to the general public. **Direct sales to the public at large require a work permit.** Exhibitors displaying foreign-manufactured goods may sell at events that are aimed at wholesalers, retailers and institutions (not the general public). No work permit is required in this case, as long as the goods or services are not delivered at the time of sale. **Exhibitors engaged in direct sales to the public, where goods are delivered at the time of sale, are considered to be entering the labour market and a work permit is required.** Additional information on work permits is available on the CIC web site at <http://www.cic.gc.ca/english/information/faq/work/index.asp>.

**To facilitate customs procedures at the time of entry into Canada**, we suggest a copy of this letter be given to each person who is importing goods for this occasion and that they be in possession of an *itemized list* of articles stating description, quantity and value for presentation to the Canada Border Services Agency officials. A copy of this letter should also accompany each shipment of goods to the event.

Anyone with a criminal record (including misdemeanours or Driving while Impaired (DWI) charges, may be barred from entering Canada and must obtain a special waiver well in advance of any planned travel. Contact the Canadian Embassy in your area or check the website for requirements for entry into Canada at: <http://www.cic.gc.ca/english/visit/faq-inadmissibility.asp>.

For the information of the participants who are not residents of Canada, 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* outlines the rebate provisions for non-resident businesses and copies may be obtained from Canadian Consulate General offices, Duty-free shops in Canada as well as the Canada Revenue agency web site at [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)

A copy of this letter has been forwarded to the various applicable Canada Border Services Agency offices. Please do not hesitate to contact this office if you have any questions or require further assistance.



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Sincerely,

*Brenda Lawson*

Brenda Lawson  
Regional Conventions Coordinator  
International Events & Conventions Services Program  
Prairie Region (Alberta)  
Canada Border Services Agency

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cc: CBSA, Southern Alberta District  
CBSA, Port of Kingsgate  
Commerce Trade Show Logistics Group