



Convention Services Program
1st Floor, 333 Dunsmuir Street
Vancouver, B.C.
V6B 5R4

January 29th, 2013

2013/ VCR - 103

Smart Hotel Software
2420 Haywood Avenue
West Vancouver, V7V 1Y1

Dear Robin Marie Yerex,

This is in response to your letter of January 22nd, 2013 as the CBSA Convention Services Program has officially recognized your event and granted permission to import goods for this event only.

Third Party Advantage Conference

March 3rd – 5th, 2013

River Rock Hotel and Casino
Richmond, BC

Your request for Border-to-Show privileges has been granted. The CBSA has advised its ports of entry to allow your goods to move directly to the show site (once they have been reported to CBSA at the first port of entry) where officials will perform the necessary clearance procedures.

According to your letter your event is closed to the general public and you are expecting approximately 40 non-Canadian exhibitors who will be importing booths and literature for display purposes only. It is noted that there will be no sales of merchandise on the exhibit floor.

Non-Canadian exhibitors may import display items and exhibit booths temporarily under the provisions of tariff item **9993.00.00.00** so long as **the goods will be exported** at the end of the event.

Items imported to be given away or sold at this event will require formal customs accounting documentation and any applicable duties and/or taxes will be collected at the time of importation.



Canada Border
Services Agency

Agence des services
frontaliers du Canada

Any foreign exhibitors importing goods into Canada should check with U.S. Customs prior to shipping your convention goods, as the requirement is any goods over \$2000. U.S. must be reported to U.S. Customs. They can document your goods on the form 4455 so they can identify the goods on your return to the U.S.

Nationals of other countries may engage in exhibiting, selling 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 engaged in direct sales to the public, where goods are delivered at the time of sale, are considered to be entering the labor 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/work/index.asp>.

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.

If you will have attendees from visa requiring countries <http://www.cic.gc.ca/english/visit/apply-who.asp>, contact the Special Events Unit of Citizenship and Immigration Canada at special.events@cic.gc.ca with the specifics of your event. They will assess the visa requirements for your event.

To facilitate Customs procedures at the time of entry into Canada, we suggest a copy of this letter be given to each exhibitor who is importing goods into Canada for this event.

Please do not hesitate to contact the undersigned if you have any questions or require further assistance at (604) 666-1294 or facsimile (604) 666-4470.

Regards,

Doug Nowak

Regional Conventions Coordinator, Pacific District
333 Dunsmuir Street, Vancouver, B.C. V6B 5R4

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