



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

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

July 30, 2008

2008 / VCR – 0238

Education & Career Fairs  
250 – 3651 Moncton Street  
Richmond, BC  
V7E 3A5

Dear Carol Liber,

This is in response to your letter of June 17, 2008, as the CBSA Conventions Services Program has officially recognized your event and granted permission to import goods for this event only.

**OKANAGAN EDUCATION & CAREER FAIR**

February 6, 2009

Grand Okanagan Lakefront Resort & Conference Centre  
Kelowna, BC

The Convention Services Program of CBSA is aware that your event is open to the general public and you are anticipating 2500 delegates, with 15 foreign exhibitors who will be importing for display: pop-up exhibit displays, promotional print material, such as flyers and brochures and convention materials. Additionally, you have confirmed there will be no sales on the showroom floor but will have small promotional giveaways such as pens, key-chains, and t-shirts.

You may import 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.** CBSA may waive the need for a Temporary Admission Permit; form E29B if you can satisfy the inspector that the imported goods will be exported from Canada at the end of the event. All information provided to CBSA must be signed and dated by the importer.

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 if you can provide enough information so they can identify the goods on your return to the U.S.



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For your use, we have enclosed a copy of the “ Tax Refund for Visitors to Canada “ guide which details the special Goods and Services Tax (GST) as it pertains to non-residents that may participate in the event. If you want more information please check out their website at [www.ccra-adrc.gc.ca](http://www.ccra-adrc.gc.ca) or call GST Ruling at 800-959-8287. <http://www.cra-arc.gc.ca/E/pbg/gf/gst386/>

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 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/work/index.asp>.

CBSA requires everyone seeking admission into Canada to properly declare them self to CBSA by providing accurate identification. CBSA will accept a valid passport or birth certificate along with supporting documents to establish citizenship.

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 this office if you have any questions or require further assistance (604) 775-5379 or fax at (604) 666-4470.

Yours truly,

*Annabelle Suratos*

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

cc: Events on the Move

Canada