



Canada Border
Services Agency

Agence des services
frontaliers du Canada

Canada Border Services Agency
International Events and Convention Services Program
4342 Queen Street, 6th Floor
Niagara Falls, ON L2E 7J7

April 29, 2022

File #SOR_2022_12546

Carol Pupo, Executive Coordinator
Canadian Greenhouse Conference
PO Box 11
Jordan Station, ON L0R 1S0

Dear Carol Pupo,

In response to your correspondence dated March 14, 2022, the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

Canadian Greenhouse Conference

October 3-6, 2022

Scotiabank Convention Centre

Niagara Falls, Ontario

The information provided to the CBSA states there will be approximately **3,000** attendees to which **25%** are foreign to Canada and that the event is open to the general public with no sales. As outlined in your correspondence, this event is expecting approximately **30** foreign exhibitors who are importing booth and product supplies for display at the event.

It has been determined that this event qualifies under the provisions outlined in tariff classification number **9993.00.00.00**. Event materials (i.e. office paraphernalia, display booths, printed matter, pens, decorations, electronic equipment, etc.) may enter Canada free of duty and taxes, provided the items will be exported upon the completion of the event.

Goods imported for sale are not eligible under tariff classification number 9993.00.00.00. These goods must be accounted for at time of release on a Form B3, *Canada Customs Coding Form*. Commercial release processing is fully explained in Customs Memorandum D17-1-5. 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.

The CBSA requires a security deposit on goods temporarily imported to Canada. Normally, these goods are documented on a *Temporary Admission Permit (E29B)*. Under certain circumstances, the CBSA may waive the requirement for goods being temporarily imported to be documented on the E29B as well as the posting of a security deposit. Provided at the time of importation, the conditions of temporary importation previously described are met, the IECSP recommends that both the requirement for display booths, computers, printed advertising materials and videos to be documented on a Form E29B and the posting of a security deposit be waived.

It has been noted that **North American Logistics Services, Inc.** has been designated as the official customs broker for this event. If you have any questions regarding importing event materials into Canada or if you wish to inquire as to the brokerage services provided, please contact Joe Macdonald at jmacdonald@nalsi.com.

Canada

The CBSA requires everyone seeking admission into Canada to properly declare themselves to the CBSA by providing accurate identification. The 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: <http://www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/inadmissibility.html>

If you have attendees from visa-requiring countries (<http://www.cic.gc.ca/english/visit/visas.asp>), please contact the Special Events Unit of Immigration, Refugees and Citizenship Canada (IRCC) at special.events@cic.gc.ca with the specifics of your event. They will assess the visa requirements of your event. Visa-exempt foreign nationals, excluding U.S. citizens, now require an Electronic Travel Authorization (eTA) to fly to or transit through Canada. For more information please visit: www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/eta/apply.html.

To limit the further spread of coronavirus in Canada, new travel restrictions are in place across all border crossings. Please review the following link carefully to determine if you are eligible to enter Canada: <https://travel.gc.ca/travel-covid>

Are you flying into Canada? Would you like to potentially cut your processing time in half? The CanBorder – eDeclaration app for your smart phone is quick, simple and secure, operates in airplane mode (once downloaded) and allows you to create a declaration for up to five travellers with the same place of residence. For more information please visit: www.cbsa.gc.ca/new-neuf/app-eng.html

To facilitate border procedures during entry into Canada, each participant should have a copy of this letter and be in possession of an itemized list of articles stating description, quantity and value for presentation to CBSA officials.

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,

Mark Reade
Regional Coordinator, International Events and Convention Services Program (IECSP)
Canada Border Services Agency
Tel: 250-895-0918
Email: CBSA.IECSP_SOR-PSEIC_RSO.ASFC@cbsa-asfc.gc.ca
Government of Canada

cc: Joe Macdonald, North American Logistics Services Inc. - jmacdonald@nalsi.com
Elmer Thibert – GES Canada LTD. ethibert@ges.com

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'.

*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. Immigration, Refugees and Citizenship 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-aiprp/infosource-eng.html*