



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

Dazzle Me Productions  
25 Forest Road  
Grimsby, ON L3M 2J4

October 7, 2011

2012 / VCR - 032

Dear Linda Guzman,

This is in response to your letter of September 14, 2011 as the CBSA Convention Services Program has officially recognized your event and granted permission to import goods for this event only.

**7<sup>th</sup> Annual Canadian CommTech Show & Seminars**

May 16 - 17, 2012  
Coast Capri Hotel  
Kelowna, BC

According to your letter, your event is closed to the general public and you are expecting approximately 12 exhibitors, who may be importing display booths, signs, brochures and small equipment or tools for display purposes only. It is noted that there will be no sales of merchandise at your event.

Non-Canadian exhibitors may import these display and exhibition items 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.

Customs may require a deposit on an E29B form to ensure the re-exportation of these items.

Items imported for sale or give-away at this event will require formal customs accounting documentation and any applicable duties and or taxes will be collected at that time.

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](mailto: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) 775-5379 or facsimile (604) 666-4470.

Regards,

*Mark Bourne*

Mark Bourne  
Canada Border Services Agency  
Regional Conventions Coordinator,  
Pacific District  
333 Dunsmuir Street, Vancouver, B.C. V6B 5R4

**Canada**