



Canada Border Services Agency
International Events and Convention Services Program
3rd Floor- 1611 Main Street
Vancouver, BC V6A 2W5

July 26, 2021

File #: PAC_2021_12153

Canadian Parking Association
350 - 2255 St. Laurent Blvd.
Ottawa, ON K1G 4K3

Dear Carole Whitehorne,

In response to your correspondence dated March 30, 2021; the Canada Border Services Agency (CBSA) International Events and Convention Services Program (IECSP) officially recognizes the following event:

Canadian Parking Association Annual Conference and Trade Show

October 2 - 6, 2021
Hyatt Regency Hotel
Vancouver, British Columbia

The information provided to the CBSA states there will be approximately 250 attendees, of which 10% are foreign to Canada. The event is closed to the general public with no sales of merchandise taking place.

We are pleased to inform you that the **Border to Show off-site service**, as outlined in the CBSA Departmental memorandum D8-1-2, (www.cbsa-asfc.gc.ca/publications/dm-md/d8/d8-1-2-eng.pdf) has been granted for this event.

As outlined in your correspondence, this event is expecting approximately five foreign exhibitors who are importing parking access control equipment, gates, electronic equipment, coin counting equipment and other items used in the parking industry for use at the event. Your own meeting supplies consist of badges, programs, reward plaques, office machines, supplies etc.

It should be noted that non-Canadian exhibitors may import display items and exhibit booths temporarily as outlined in the provisions of tariff classification **9993.00.00.00** duty free, on the condition that the goods will be exported from Canada upon the completion of the event.

Under certain circumstances, the CBSA will require a security deposit on goods temporarily imported to Canada. These goods are normally documented on the Temporary Admission Permit (Form E29B).

At the time of exportation, goods granted temporary admission on a Form E29B or A.T.A. Carnet must be presented along with importer's/owner's copies of the appropriate documentation to CBSA for verification and certification. This presentation may occur at a CBSA office inland or at the port of export, depending on the circumstances involved and is necessary for you to receive a refund of any securities posted. Please note that the refund is not immediate.

RHB Customs facilitated by Levy Show Service Inc. has been designated as the official customs broker for this event. If you have any questions regarding importing meeting materials into Canada or if you



wish to inquire as to the brokerage services provided, please contact April Cheng at 604-277-1726 or email acheng@levyshow.com

The Government of Canada requires that all travellers carry a valid passport as it is the only reliable and universally-accepted identification document for the purpose of international travel.

Persons who have been convicted of any criminal offences may be inadmissible to Canada. For more information please visit www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/inadmissibility.html

If you have attendees from visa-requiring countries (www.cic.gc.ca/english/visit/visas.asp), please contact the Special Events Unit of Citizenship and Immigration 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.cic.gc.ca/english/visit/eta-start.asp.

Are you flying into Canada? Would 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 travelers with the same place of residence. For more information please visit: www.cbsa.gc.ca/new-neuf/app-eng.html.

To facilitate border procedures it is recommended that all participants be provided a copy of this letter for presentation to a CBSA Border Services Officer upon their arrival to Canada.

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,

Lily Brar
Regional Coordinator / International Events and Convention Services Program
Canada Border Services Agency / Government of Canada
Email: lily.brar@cbsa-asfc.gc.ca / Tel: 604-666-1294 / TTY: 1-866-335-3237

Coordonnateur régional / Programme des services aux événements internationaux et aux congrès
Agence des services frontaliers du Canada / Gouvernement du Canada
Email: lily.brar@cbsa-asfc.gc.ca / Tél: 604-666-1294 / ATS: 1-866-335-3237

cc. April Cheng, Levy Show Service Inc.

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*