



Conventions Services Program  
3rd Floor, 333 Dunsmuir Street  
Vancouver, B.C.  
V6B 5R4

May 9, 2006

2006 / VCR - 0215

USENIX Association  
2560 Ninth Street, Suite 215,  
Berkeley, CA 94710

Dear Devon Shaw,

**Subject: Temporary Importation of Goods with a Customs Broker**

This is in response to your letter dated May 5, 2006, as the CBSA Conventions Services Program has officially recognized your event and granted permission to import goods for this event only.

**15<sup>th</sup> USENIX Security Symposium**

July 31- Aug.4<sup>th</sup> 2006

Fairmont Hotel Vancouver

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. Customs will 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.

Customs will request an inventory listing of goods showing what is for display use and those goods intended to be left behind, given-away or sold in Canada. **The inventory must clearly identify the goods with a realistic value. Please provide the country of origin and the name and location of your event.** All information provided to Customs must be signed and dated by the importer. Customs has the right to request a security deposit to ensure that the imported goods are properly exported from Canada at the conclusion of the event.

Your event qualifies as a foreign event under classification 9830.00.00.00 and any imported conference materials (i.e., official paraphernalia, souvenirs, printed matter, pens, decorations, etc.) can enter Canada free of duty and taxes providing the items are exported at the end of the event. To enjoy this tax free status on imported goods it is important that the event is not open to the general public.

**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.**



## **Border to Show Authorized**

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.

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 displaying foreign-manufactured goods may sell at events that are aimed at wholesalers, retailers and institutions (not the general public). No work permit is required in this case, as long as the goods or services are not delivered at the time of sale, R187. **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.** Event organizers should provide their speakers with a Speaker’s Letter of Introduction to present to officials at the border. Invited speakers who have books for sale at the event do not require work permits provided the sale of the items is incidental to the speaking engagement. Additional information on work permits is available on the CIC Web site at <http://www.cic.gc.ca/english/>

**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. If you have being convicted of a criminal offense then you need to contact the Canadian Embassy in your area or check the above website to pertaining to a pardon to find out what is required to be admissible into Canada.**

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. You will also require the following: an itemized list of all articles including quantity and value; some kind of proof of registration for the event; valid identification of citizenship; business card showing involvement in company business. Also, all shipping boxes must show and contain the following: name of the event; location of venue; contact person with phone number; broker contact if assigned, invoices, certificates or declaration of origin.

Contact Mendelssohn Commercial Customs Brokers at 604-687-5535 and speak to Mark Fowler at extension 4401 or Robert Skelly at extension 2108 or Julia Cruz at extension 2402.

Please do not hesitate to contact this office if you have any questions or require further assistance (604) 834-7479 or fax at (604) 666-5237 or e-mail at [TCUPacific@cbsa-asfc.gc.ca](mailto:TCUPacific@cbsa-asfc.gc.ca).

Yours truly,

**Bob Warnock.**



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

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c.c. GST Rulings Office-Vancouver, B.C.  
Neil Loewentritt – Canadian Tourism Commission- Arlington, VA  
Mendelssohn Commercial Operations- Conventions Unit