



Canada Border
Services Agency

Agence des services
frontaliers du Canada

Canada Border Services Agency
International Events and Convention Services Program
263 Susie Lake Crescent
Halifax, NS B3S 0J5

November 23, 2022

File # ATL_2022_13143

Canadian Elevator Contractors Association
5762 Hwy 7 E, PO Box 54058
Markham, ON L3P 7Y4

Attention: Catharine Bothwell, Executive Director

Dear Ms. Bothwell,

In response to your correspondence dated November 23, 2022; the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

Canadian Elevator Contractors Association (C.E.C.A.) Annual Convention
June 13 - 16, 2023
Halifax Convention Centre
Halifax, Nova Scotia

The information provided to the CBSA states there will be approximately 250 attendees to which 40% are foreign to Canada and that the event is closed to the general public with no sales.

As outlined in your correspondence, this event is expecting approximately 25 foreign exhibitors who are importing elevator and escalator parts and equipment for use at the event.

It should be noted that, non-Canadian exhibitors may import exhibit booths and display items 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 may waive the requirement for goods being temporarily imported to be documented on the Temporary Admission Permit ([E29B](#)) as well as the posting of a security deposit.

At the time of exportation, goods granted temporary admission on a Form E29B or 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.

ConsultExpo Event Services 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 Diane Labbé Deegan at 514-482-8886 ext.2

For your awareness, in regards to the further spread of coronavirus in Canada, travel restrictions have recently been removed across all border crossings. For reference and details, please review the following link carefully: <https://travel.gc.ca/travel-covid>.

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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.

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

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

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 it is recommended that all attendees 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,

Janice Duggan

Regional Coordinator, International Events and Convention Services Program (IECSP)
Canada Border Services Agency
Government of Canada
343-572-9652
janice.duggan@cbsa-asfc.gc.ca

*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*

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