



# Canada Border Services Agency

## 2021 to 2022

## Fees Report

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The Honourable Marco E. L. Mendicino, P.C., M.P.  
Minister of Public Safety

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## Minister's message

On behalf of the Canada Border Services Agency (CBSA), I am pleased to present our report on fees for the 2021–22 fiscal year.

The *Service Fees Act* provides a modern legislative framework that enables cost-effective delivery of services, while improving transparency and oversight through better reporting to Parliament. Accordingly, this report provides details on fees under the CBSA's authority, including financial information, service standards, performance results, and fee adjustments based on the Consumer Price Index (CPI).

The reporting regime provided under the *Service Fees Act* continues to ensure open and transparent fee management.



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The Honourable Marco E. L. Mendicino, P.C., M.P.  
Minister of Public Safety



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## About this report

This report, which is tabled under section 20 of the *Service Fees Act*,<sup>i</sup> the *Low-Materiality Fees Regulations*,<sup>ii</sup> and section 4.2.8 of the Treasury Board *Directive on Charging and Special Financial Authorities*,<sup>iii</sup> contains information about the fees that the CBSA had the authority to set in the 2021–22 fiscal year.

This report covers fees that are both subject to the *Service Fees Act* and exempt from the *Service Fees Act*.

For reporting purposes, fees are categorized by fee-setting mechanism. There are three mechanisms:

- 1. Act, regulation or fees notice:** The authority to set these fees is delegated to a department, minister or Governor in Council pursuant to an act of Parliament.
- 2. Contract:** Ministers have the authority to enter into contracts, which are usually negotiated between the minister and an individual or organization, and which cover fees and other terms and conditions. In some cases, that authority may also be provided by an act of Parliament.
- 3. Market rate or auction:** The authority to set these fees is pursuant to an act of Parliament or a regulation, and the minister, department or Governor in Council has no control over the fee amount.

For fees set by act, regulation or fees notice, this report provides totals for fee groupings, as well as detailed information for each fee. Note that the CBSA does not have any fees set by contract, market rate or auction.

Although fees charged by the CBSA under the *Access to Information Act* are subject to the *Service Fees Act*, they are not included in this report. Information on the CBSA's access to information fees for 2021–22 is provided in our annual report to Parliament on the administration of the *Access to Information Act*, which can be found on the Agency's [website](#).<sup>iv</sup>





## Remissions

In 2021–22, the CBSA was subject to the requirements to issue remissions under section 7 of the *Service Fees Act* and subsection 4.2.4 of the Treasury Board *Directive on Charging and Special Financial Authorities* to remit a fee, in whole or in part, to a fee payer when a service standard was deemed not met. The CBSA’s remission policy, pursuant to the *Service Fees Act*, is available on the Agency’s [website](#).<sup>v</sup>

The following sections of this report provide detailed amounts on the CBSA’s remissions for 2021–22 pursuant to the *Service Fees Act*.



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## Overall totals, by fee-setting mechanism

This section presents the total revenue, cost and remissions for all fees that the CBSA had the authority to set in 2021–22, by fee-setting mechanism.

### Overall totals for 2021–22, by fee-setting mechanism

Fee-setting mechanism	Revenue (\$)	Cost (\$)	Remissions (\$)
<b>Fees set by act, regulation or fees notice</b>	10,532,577.36	94,463,334.45	0



## Totals, by fee grouping, for fees set by act, regulation or fees notice

This section presents, for each fee grouping, the total revenue, cost and remissions<sup>1</sup> for all fees that the CBSA had the authority to set in 2021–22 by any of the following:

- act
- regulation
- fees notice

A fee grouping is a set of fees relating to a single business line, directorate or program that a department had the authority to set for those activities.

### Trade Program Fees: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
344,200.00	598,027.33	0

### Trusted Traveller Program Fees: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
9,369,224.47	43,419,081.55	0

### Cost Recovery Fees: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
379,534.45	50,446,225.57	0

### Miscellaneous Fees: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
439,618.44	Costs associated with these fees are part of the CBSA's general expenditures in providing border-related services and are therefore not identifiable for reporting purposes.	0

<sup>1</sup> It should be noted that Trade Program Fees is the only fee grouping subject to remissions in 2021–22.



## Details on each fee set by act, regulation or fees notice

This section provides detailed information on each fee that the CBSA had the authority to set in 2021–22 by any of the following:

- act
- regulation
- fees notice

It should be noted that, for fees that are subject to annual adjustments based on the Consumer Price Index (CPI), this section includes forward-looking adjusted fee amounts for 2023–24, which are calculated by applying the April 2022 CPI increase of 6.8% to the fee amounts for 2022–23 that were published in the Agency’s [2020–21 Fees Report](#).<sup>vi</sup>

## Trade Program Fees

### Customs Broker Licensing Fee

#### Fee grouping

Trade Program Fees

#### Fee

Customs Broker Licensing Fee

#### Fee-setting authority

- *Customs Act*,<sup>vii</sup> section 9(5)(b)
- *Customs Brokers Licensing Regulations*,<sup>viii</sup> section 11

#### Year fee-setting authority was introduced

1986

#### Last year fee-setting authority was amended

2006

#### Service standard

- Applications are processed within three months (90 days) from the date of submission of a complete application.
- Renewal invoices are issued to all licensed customs brokers annually.

#### Performance result

- The CBSA processed 15 applications and met the service standard 80% of the time. It should be noted that performance was impacted by regional processing delays due to the COVID-19 pandemic.
- The CBSA renewed 535 licences.

#### Application of *Low-Materiality Fees Regulations*

Material (> \$151)

#### 2021–22 fee amount (\$)

624.21

#### 2021–22 total fee revenue (\$)

330,000.00

#### 2021–22 total remissions issued for the fee (\$)

0<sup>2</sup>

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<sup>2</sup> Pursuant to section 4.10 of the CBSA's [Subordinate Remission Policy on Customs Broker Licensing Fees](#), it should be noted that no remissions were issued for 2021–22 as processing activities were impacted by the COVID-19 pandemic.



**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

689.33

**Customs Broker Professional Examination Fee****Fee grouping**

Trade Program Fees

**Fee**

Customs Broker Professional Examination Fee

**Fee-setting authority**

- *Customs Act*, section 9(5)(f)
- *Customs Brokers Licensing Regulations*, section 16

**Year fee-setting authority was introduced**

1986

**Last year fee-setting authority was amended**

2006

**Service standard**

Examination results are mailed to candidates within four weeks (28 days) from the date of examination.

**Performance result**

The CBSA processed 71 applications and met the service standard 100% of the time.

**Application of *Low-Materiality Fees Regulations***

Material (&gt; \$151)

**2021–22 fee amount (\$)**

208.07

**2021–22 total fee revenue (\$)**

14,200.00

**2021–22 total remissions issued for the fee (\$)**

0

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

229.78

**Customs Sufferance Warehouse Licensing Fee**

**Fee grouping**

Trade Program Fees

**Fee**

Customs Sufferance Warehouse Licensing Fee<sup>3</sup>

**Fee-setting authority**

- *Customs Act*, section 30(b)
- *Customs Sufferance Warehouses Regulations*,<sup>ix</sup> section 5

**Year fee-setting authority was introduced**

1986

**Last year fee-setting authority was amended**

2015

**Service standard**

Applications are processed within 60 business days from the date of receipt of a complete application.

**Performance result**

The CBSA processed 37 applications and met the service standard 100% of the time.

**Application of *Low-Materiality Fees Regulations***

Material (> \$151)

**2021–22 fee amount (\$)**

520.18

**2021–22 total fee revenue (\$)**

0

**2021–22 total remissions issued for the fee (\$)**

0

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<sup>3</sup> It should be noted that the CBSA no longer collects this fee as per [Customs Notice 13-022](#); however, this fee is reported as a formality since it is still listed in the fee-setting regulations.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

574.44

## Trusted Traveller Program Fees

### CANPASS Program Application Fee – CANPASS Air

#### Fee grouping

Trusted Traveller Program Fees<sup>4</sup>

#### Fee

CANPASS Program Application Fee – CANPASS Air<sup>5</sup>

#### Fee-setting authority

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*,<sup>x</sup> section 24

#### Year fee-setting authority was introduced

2003

#### Last year fee-setting authority was amended

2015

#### Service standard

Exempt

#### Performance result

Exempt

#### Application of *Low-Materiality Fees Regulations*

Low-materiality (< \$51)

#### 2021–22 fee amount (\$)

50

#### 2021–22 total fee revenue (\$)

0

#### 2021–22 total remissions issued for the fee (\$)

This fee is not subject to remissions.

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<sup>4</sup> With regard to Trusted Traveller Program Fees in general, given that program applicants may be eligible in either Canada or the United States (US), it should be noted that the total revenue collected for a particular fee may not necessarily be evenly divisible by the fee amount because some fee payments may be made in US dollars and the associated revenues would be subject to the exchange rate.

Additionally, given that all fees in this fee grouping are low-materiality fees (apart from those not subject to the *Service Fees Act*), it should be noted that these fees are exempt from service standards and remissions as per section 22(1) of the *Service Fees Act*. That said, in cases where a service standard was already in place, the service standard and associated performance result are included in this report for transparency purposes.

<sup>5</sup> The CANPASS Air program was discontinued as of April 2018, hence there are no associated service standards or revenues for 2021–22; however, this fee is reported as a formality since it is still listed in the fee-setting regulations.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

50

**CANPASS Program Application Fee – CANPASS Private Boat****Fee grouping**

Trusted Traveller Program Fees

**Fee**CANPASS Program Application Fee – CANPASS Private Boat<sup>6</sup>**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Exempt

**Performance result**

Exempt

**Application of *Low-Materiality Fees Regulations***

Low-materiality (&lt; \$51)

**2021–22 fee amount (\$)**

40

**2021–22 total fee revenue (\$)**

0

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

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<sup>6</sup> The previous footnote is also applicable to the CANPASS Private Boat program.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

40

**CANPASS Program Application Fee – CANPASS Corporate Aircraft**

**Fee grouping**

Trusted Traveller Program Fees

**Fee**

CANPASS Program Application Fee – CANPASS Corporate Aircraft

**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Applicants are informed of whether their application is approved within 30 business days from the date of receipt of a complete application.

**Performance result**

The CBSA was unable to track performance results in 2021–22 due to technical issues with the CANPASS system.

**Application of *Low-Materiality Fees Regulations***

Low-materiality (< \$51)

**2021–22 fee amount (\$)**

40

**2021–22 total fee revenue (\$)**

The total revenue cannot be specified at the individual fee level since revenues for CANPASS Corporate Aircraft and CANPASS Private Aircraft are recorded collectively in CBSA systems. The total revenue collected for both programs in 2021–22 was \$10,563.44.

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

40

**CANPASS Program Application Fee – CANPASS Private Aircraft****Fee grouping**

Trusted Traveller Program Fees

**Fee**

CANPASS Program Application Fee – CANPASS Private Aircraft

**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Applicants are informed of whether their application is approved within 30 business days from the date of receipt of a complete application.

**Performance result**

The CBSA was unable to track performance results in 2021–22 due to technical issues with the CANPASS system.

**Application of *Low-Materiality Fees Regulations***

Low-materiality (&lt; \$51)

**2021–22 fee amount (\$)**

40

**2021–22 total fee revenue (\$)**

The total revenue cannot be specified at the individual fee level since revenues for CANPASS Corporate Aircraft and CANPASS Private Aircraft are recorded collectively in CBSA systems. The total revenue collected for both programs in 2021–22 was \$10,563.44.

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

40

## **NEXUS Program Application Fee**

**Fee grouping**

Trusted Traveller Program Fees

**Fee**

NEXUS Program Application Fee<sup>7</sup>

**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Within 30 business days from the date of receipt of a complete application, applicants are informed of whether they have reached the interview stage.

**Performance result**

The CBSA informed 265,533 applicants and met the service standard 96% of the time.

**Application of *Low-Materiality Fees Regulations***

Not subject to *Service Fees Act*<sup>8</sup>

**2021–22 fee amount (\$)**

50

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<sup>7</sup> Although the fee-setting authority specifies a fee amount of \$80 for the NEXUS program, the fee amount is actually \$50 as per [Customs Notice 07-034](#).

<sup>8</sup> The NEXUS program is not subject to the *Service Fees Act* as per section 11.1(4) of the *Customs Act*.



**2021–22 total fee revenue (\$)**

9,011,589.81

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

50

**Free and Secure Trade (FAST) Driver Program Application Fee****Fee grouping**

Trusted Traveller Program Fees

**Fee**Free and Secure Trade (FAST) Driver Program Application Fee<sup>9</sup>**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Within 30 business days from the date of receipt of a complete application, applicants are informed of whether they have reached the interview stage.

**Performance result**

The CBSA informed 8,186 applicants and met the service standard 100% of the time.

**Application of *Low-Materiality Fees Regulations***

Not subject to *Service Fees Act*

**2021–22 fee amount (\$)**

50

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<sup>9</sup> The two previous footnotes are also applicable to the FAST program.

**2021–22 total fee revenue (\$)**

337,133.68

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

50

**Pilot Project for Travellers in Remote Areas – Quebec (PPTRA-Q) Membership Fee**

**Fee grouping**

Trusted Traveller Program Fees

**Fee**

Pilot Project for Travellers in Remote Areas – Quebec (PPTRA-Q) Membership Fee<sup>10</sup>

**Fee-setting authority**

- *Customs Act*, section 11.1(3)(f)
- *Presentation of Persons (2003) Regulations*, section 24

**Year fee-setting authority was introduced**

2003

**Last year fee-setting authority was amended**

2015

**Service standard**

Exempt

**Performance result**

Exempt

**Application of *Low-Materiality Fees Regulations***

Low-materiality (< \$51)

**2021–22 fee amount (\$)**

50

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<sup>10</sup> As per section 24(3) of the *Presentation of Persons (2003) Regulations*, the fee for issuance of other authorizations is \$25 per year, so the fee amount for PPTRA-Q is \$50 since memberships are granted on a two-year cycle.

**2021–22 total fee revenue (\$)**

9,937.54

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

Not applicable

**2023–24 fee amount (\$)**

50

**Remote Area Border Crossing (RABC) Permit Application Fee****Fee grouping**

Trusted Traveller Program Fees

**Fee**Remote Area Border Crossing (RABC) Permit Application Fee<sup>11</sup>**Fee-setting authority**

- *Immigration and Refugee Protection Act*,<sup>xi</sup> section 89(1)
- *Immigration and Refugee Protection Regulations*,<sup>xii</sup> section 313

**Year fee-setting authority was introduced**

2002

**Last year fee-setting authority was amended**

2022

**Service standard**

Exempt

**Performance result**

Exempt

**Application of *Low-Materiality Fees Regulations***

Low-materiality (&lt; \$51)

**2021–22 fee amount (\$)**

30

<sup>11</sup> It should be noted that no revenue was collected in 2021–22 because the RABC program was temporarily suspended as of May 2020 due to border restrictions in response to the COVID-19 pandemic.

**2021–22 total fee revenue (\$)**  
0

**2021–22 total remissions issued for the fee (\$)**  
This fee is not subject to remissions.

**Fee adjustment date in 2023–24**  
Not applicable

**2023–24 fee amount (\$)**  
30

## Cost Recovery Fees

### Recovery of Removal Costs

#### Fee grouping

Cost Recovery Fees<sup>12</sup>

#### Fee

Recovery of Removal Costs<sup>13</sup>

#### Fee-setting authority

- *Immigration and Refugee Protection Act*, section 89(1)
- *Immigration and Refugee Protection Regulations*, section 243

#### Year fee-setting authority was introduced

2002

#### Last year fee-setting authority was amended

2022

#### Service standard

Exempt

#### Performance result

Exempt

#### Application of *Low-Materiality Fees Regulations*

Material (> \$151)

#### 2021–22 fee amount (\$)

- \$780.27 for removal to the United States or St. Pierre and Miquelon
- \$1,560.53 for removal to any other country

<sup>12</sup> With regard to Cost Recovery Fees in general, it should be noted that all fees in this fee grouping are exempt from service standards and remissions as per section 3(1) of the *Service Fees Act* since they are payable for the recovery of costs incurred in relation to a regulatory scheme and therefore fall under paragraph (e) of the definition of 'fee' provided in section 2(1) of the *Service Fees Act*. That said, in cases where a service standard was already in place, the service standard and associated performance result are included in this report for transparency purposes.

<sup>13</sup> With regard to the total fee revenue for Recovery of Removal Costs, it should be noted that, while some revenues are collected by the CBSA directly, the vast majority of revenues are collected by Immigration, Refugees and Citizenship Canada (IRCC) and transferred to the CBSA via interdepartmental settlement. It should also be noted that the total revenue is significantly less than the total cost of all removals undertaken for several reasons, including the fact that not all individuals removed from Canada seek to return and, of those who do seek to return, not all are authorized to return. Moreover, in cases where an individual is authorized to return and is required to pay the fee, this process could occur years after the removal was enforced, hence revenues and expenditures may not offset each other within the span of a particular fiscal year.

**2021–22 total fee revenue (\$)**

327,000.00

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

- \$861.66 for removal to the United States or St. Pierre and Miquelon
- \$1,723.31 for removal to any other country

**After-hours Immigration Examination Fee**

**Fee grouping**

Cost Recovery Fees

**Fee**

After-hours Immigration Examination Fee

**Fee-setting authority**

- *Immigration and Refugee Protection Act*, section 89(1)
- *Immigration and Refugee Protection Regulations*, section 312

**Year fee-setting authority was introduced**

2002

**Last year fee-setting authority was amended**

2022

**Service standard**

Exempt

**Performance result**

Exempt

**Application of *Low-Materiality Fees Regulations***

Material (formula)

**2021–22 fee amount (\$)**

- \$104.04 for the first four hours or part thereof
- \$31.21 for each additional hour or part thereof

**2021–22 total fee revenue (\$)**

211.58

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

- \$114.89 for the first four hours or part thereof
- \$34.47 for each additional hour or part thereof

**Queen’s and Frontier Warehouse Storage Charges****Fee grouping**

Cost Recovery Fees

**Fee**

Queen’s and Frontier Warehouse Storage Charges

**Fee-setting authority**

- *Customs Act*, section 38(1)
- *Storage of Goods Regulations*,<sup>xiii</sup> schedule

**Year fee-setting authority was introduced**

1986

**Last year fee-setting authority was amended**

1986

**Service standard**

Exempt

**Performance result**

Exempt

**Application of *Low-Materiality Fees Regulations***

Material (formula)

**2021–22 fee amount (\$)**

- For any automobile, truck or other vehicle and any self-propelled machinery:
  - \$10.40 per day or part thereof

- For any shipment of goods other than those described above:
  - \$0.47 per 50 kg or part thereof per day or part thereof, with a minimum charge of \$5.20 per day

**2021–22 total fee revenue (\$)**

8,527.75

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

- For any automobile, truck or other vehicle and any self-propelled machinery:
  - \$11.49 per day or part thereof
- For any shipment of goods other than those described above:
  - \$0.52 per 50 kg or part thereof per day or part thereof, with a minimum charge of \$5.74 per day

## Customs Special Services Charges

**Fee grouping**

Cost Recovery Fees

**Fee**

Customs Special Services Charges

**Fee-setting authority**

- *Customs Act*, section 167(1)(b)
- *Special Services (Customs) Regulations*,<sup>xiv</sup> sections 4 and 5

**Year fee-setting authority was introduced**

1986

**Last year fee-setting authority was amended**

1986

**Service standard**

- a) Requests for special services are acknowledged within one working day of receipt.
- b) Upon completion of the service, a detailed invoice is provided.



**Performance result**

- a) The CBSA acknowledged 638 requests for special services and met the service standard 97.4% of the time.
- b) The CBSA issued 655 invoices and met the service standard 100% of the time.

**Application of *Low-Materiality Fees Regulations***

- If the service is performed by an officer already on duty:
  - Low-materiality (< \$51)
- If the service is performed by an officer called in on duty for that purpose:
  - Material (formula)

**2021–22 fee amount (\$)**

- If the service is performed by an officer already on duty:
  - Flat rate of \$25
- If the service is performed by an officer called in on duty for that purpose:
  - \$56.18 for the first two hours or part thereof
  - \$28.09 for each additional hour or part thereof

**2021–22 total fee revenue (\$)**

43,795.12

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

- If the service is performed by an officer already on duty:
  - Flat rate of \$25 (unadjusted)
- If the service is performed by an officer called in on duty for that purpose:
  - \$62.04 for the first two hours or part thereof
  - \$31.02 for each additional hour or part thereof

## Miscellaneous Fees

### Fees charged for goods imported as mail

#### Fee grouping

Miscellaneous Fees

#### Fee

Fees charged for goods imported as mail

#### Fee-setting authority

- *Customs Act*, section 147.1(14)(c)
- *Fees in Respect of Mail Regulations*,<sup>xv</sup> section 3

#### Year fee-setting authority was introduced

1992

#### Last year fee-setting authority was amended

2014

#### Service standard

Exempt

#### Performance result

Exempt

#### Application of *Low-Materiality Fees Regulations*

Low-materiality (< \$51)

#### 2021–22 fee amount (\$)

5

#### 2021–22 total fee revenue (\$)

432,705.00

#### 2021–22 total remissions issued for the fee (\$)

This fee is not subject to remissions.

#### Fee adjustment date in 2023–24

Not applicable

#### 2023–24 fee amount (\$)

5

## Fees charged for making or certifying copies of records

### Fee grouping

Miscellaneous Fees

### Fee

Fees charged for making or certifying copies of records

### Fee-setting authority

- *Customs Act*, section 107(15)
- *Fees for Records Regulations*,<sup>xvi</sup> sections 4 and 5

### Year fee-setting authority was introduced

1986

### Last year fee-setting authority was amended

2009

### Service standard

Exempt

### Performance result

Exempt

### Application of *Low-Materiality Fees Regulations*

The fee amount consists of five parts:

- 1) Low-materiality (< \$51)
- 2) Low-materiality (photocopy)
- 3) Material (formula)
- 4) Material (formula)
- 5) Low-materiality (< \$51)

### 2021–22 fee amount (\$)

The fee amount consists of five parts:

- 1) A person who requests that a copy of a record be made shall pay an application fee of \$5 at the time the request is made; and
- 2) Where applicable, a fee for reproduction of a record or part thereof to be calculated as follows:
  - for photocopying a page, \$0.20 per page;
  - for microfiche duplication (non-silver), \$0.40 per fiche;
  - for 16 mm microfilm duplication (non-silver), \$12 per 30.5 m roll;
  - for 35 mm microfilm duplication (non-silver), \$14 per 30.5 m roll;
  - for microform to paper duplication, \$0.25 per page;
  - for magnetic tape-to-tape duplication, \$25 per 731.5 m reel.

- 3) Where the requested record is a non-computerized record, an officer may require, in addition to the application fee prescribed above, payment of a fee in the amount of \$2.60 per person for each quarter hour in excess of five hours that is spent by that person on searching for the record and on preparation.
- 4) Where a copy of the requested record is produced from a machine readable record, an officer may require, in addition to any other fees prescribed above, payment of a fee for the cost of production and programming to be calculated as follows:
  - \$17.17 per minute for the cost of the central processor and locally attached devices;
  - \$5.20 per person for each quarter hour that is spent by that person on programming a computer.
- 5) Where a record is requested to be certified, an application fee of \$5 shall be paid unless such a fee has already been paid pursuant to part (1) above.

**2021–22 total fee revenue (\$)**

6,913.44

**2021–22 total remissions issued for the fee (\$)**

This fee is not subject to remissions.

**Fee adjustment date in 2023–24**

April 1, 2023

**2023–24 fee amount (\$)**

The fee amount consists of five parts:

- 1) Unadjusted (same as 2021–22 fee amount above).
- 2) Unadjusted (same as 2021–22 fee amount above).
- 3) \$2.87 per person for each quarter hour in excess of five hours that is spent by that person on searching for the record and on preparation.
- 4) \$18.96 per minute for the cost of the central processor and locally attached devices; and \$5.74 per person for each quarter hour that is spent by that person on programming a computer.
- 5) Unadjusted (same as 2021–22 fee amount above).

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## Endnotes

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- i. *Service Fees Act*, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/index.html>
- ii. *Low Materiality Fees Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2019-109/index.html>
- iii. *Directive on Charging and Special Financial Authorities*, <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32502>
- iv. Annual Report on the *Access to Information Act*, <https://www.cbsa-asfc.gc.ca/transparency-transparence/atip-airp/reports-rapports/menu-eng.html>
- v. Remission Policy, <https://www.cbsa-asfc.gc.ca/agency-agence/pol/frp-prf-eng.html>
- vi. 2020–21 Fees Report, <https://www.cbsa-asfc.gc.ca/agency-agence/reports-rapports/fees-frais/2020-2021-eng.html>
- vii. *Customs Act*, <https://laws-lois.justice.gc.ca/eng/acts/c-52.6/>
- viii. *Customs Brokers Licensing Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-86-1067/>
- ix. *Customs Sufferance Warehouses Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-86-1065/index.html>
- x. *Presentation of Persons (2003) Regulations*, <https://laws-lois.justice.gc.ca/eng/Regulations/SOR-2003-323/index.html>
- xi. *Immigration and Refugee Protection Act*, <https://laws.justice.gc.ca/eng/acts/i-2.5/>
- xii. *Immigration and Refugee Protection Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/sor-2002-227/index.html>
- xiii. *Storage of Goods Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-86-991/>
- xiv. *Special Services (Customs) Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-86-1012/index.html>
- xv. *Fees in Respect of Mail Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-92-414/index.html>
- xvi. *Fees for Records Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-86-1028/index.html>