



Ottawa, June 3, 2008

MEMORANDUM D19-10-2

In Brief

EXPORT AND IMPORT PERMITS ACT (IMPORTATIONS)

The following changes have been made to accurately reflect the Canada Border Services Agency's (CBSA) role in administering the provisions of the *Export and Import Permits Act*:

- (a) In paragraph 2, references to the applicable legislation are now available on the Department of Justice Web site.
- (b) In paragraph 12, references to the general import permits are now available on the Department of Justice Web site.
- (c) In paragraph 16, reference to D10-18-5, *Customs Bonded Warehouses TRQ Agricultural Goods*, is now mentioned.
- (d) In paragraph 19, updated information is provided on clothing and textiles.
- (e) In paragraphs 31 and 32, new information is provided on disposal of goods.
- (f) In paragraphs 35 and 36, new contact information is provided.
- (g) Appendices A and B have been updated to include new document examples.
- (h) Appendix C has been updated to include changes to the Import Control List.
- (i) In addition, other paragraphs contain minor changes to reflect new terminology.



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Ottawa, June 3, 2008

MEMORANDUM D19-10-2

EXPORT AND IMPORT PERMITS ACT (IMPORTATIONS)

The Canada Border Services Agency (CBSA) assists Foreign Affairs and International Trade Canada with the administration of the *Export and Import Permits Act*. This memorandum outlines the requirements and permit procedures for the importation of goods listed in the Import Control List.

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LEGISLATION

Export and Import Permits Act

Authorization for establishing the Import Control List is outlined below.

5. (1) The Governor in Council may establish a list of goods, to be called an Import Control List, including therein any article the import of which the Governor in Council deems it necessary to control for any of the following purposes:

- (a) to ensure, in accordance with the needs of Canada, the best possible supply and distribution of an article that is scarce in world markets or in Canada or is subject to governmental controls in the countries of origin or to allocation by intergovernmental arrangement;

- (b) to restrict, for the purpose of supporting any action taken under the *Farm Products Marketing Agencies Act*, the importation in any form of a like article to one produced or marketed in Canada the quantities of which are fixed or determined under that Act;

(c) [Repealed, 1994, c. 47, s. 220]

- (c.1) to restrict the importation of arms, ammunition, implements or munitions of war, army, naval or air stores, or any articles deemed capable of being converted thereinto or made useful in the production thereof;

- (d) to implement an action taken under the *Agricultural Marketing Programs Act* or the *Canadian Dairy Commission Act*, with the object or effect of supporting the price of the article;

- (e) to implement an intergovernmental arrangement or commitment; or

- (f) to prevent the frustration or circumvention of the Agreement on Textiles and Clothing in Annex 1A of the World Trade Organization Agreement by the importation of goods that are like or directly competitive with goods to which the Agreement on Textiles and Clothing applies.

Authorization for amending or altering permits includes the following subsection:

- 10. (1) Subject to subsection (3), the Minister may amend, suspend, cancel or reinstate any permit, import allocation, export allocation, certificate or other authorization issued or granted under this Act.

Prohibitions under this Act include the following section:

- 14. No person shall import or attempt to import any goods included in an Import Control List except under the authority of and in accordance with an import permit issued under this Act.

Various responsibilities and authorities of border services officers are set out in the sections of the Act listed below.

- 24. All officers, as defined in the *Customs Act*, before permitting the export or transfer of any goods or technology or the import of any goods, shall satisfy themselves that the exporter, importer or transferor, as the case may be, has not contravened any of the provisions of this Act or the

regulations and that all requirements of this Act and the regulations with reference to the goods or technology have been complied with.

25. All officers, as defined in the *Customs Act*, have, with respect to any goods or technology to which this Act applies, all the powers they have under the *Customs Act* with respect to the importation and exportation of goods, and all the provisions of that Act and the regulations under it respecting search, detention, seizure, forfeiture and condemnation apply, with such modifications as the circumstances require, to any goods or technology that is tendered for export, transfer or import or is exported, transferred or imported or otherwise dealt with contrary to this Act and the regulations and to all documents relating to the goods or technology.

GUIDELINES AND GENERAL INFORMATION

Introduction

1. The *Export and Import Permits Act* (EIPA) gives authority to the Governor in Council to establish various control lists, including an Import Control List (ICL). The Act allows the designated minister (the Minister of Foreign Affairs) to issue import permits and, under certain conditions, to alter, suspend, cancel and reinstate any permit issued under the Act. The Act also outlines offences, penalties, border services officers' duties and the application of powers under the *Customs Act*. In addition, it gives to the Governor in Council the authority to establish regulations pertaining to the administration of the EIPA.
2. The EIPA, the ICL and the general import permits (GIPs) can be found on the Department of Justice's Web site at <http://laws.justice.gc.ca>.

Import Controls

3. Individual import permits issued by Foreign Affairs and International Trade Canada are to be obtained for the importation of products listed on the ICL, except in cases where such products are permitted importation under the authority of the GIP. An outline of the ICL can be found in Appendix C. Import permits are also to be obtained when goods are entered into a customs bonded warehouse, except for certain non-NAFTA beef and veal. In the case of sufferance warehouses, import permits are to be obtained before the time of release.
4. It should be noted that goods identified on the ICL that are imported under temporary entry provisions (e.g. Form E29B, *Temporary Admission Permit*, or an ATA Carnet) are subject to the permit requirements of the EIPA.
5. Applications for an import permit can be made either to the Export and Import Controls Bureau of Foreign Affairs and International Trade Canada (see paragraph 37) or to

selected customs brokers approved by that department. A sample *Application for Import/Export Permit* (Form EXT 1466) can be found in Appendix A.

6. EXCAPS (Foreign Affairs/Customs Automated Permit System) provides for the electronic transmission of permit information directly from Foreign Affairs and International Trade Canada to the Canada Border Services Agency (CBSA). This eliminates the requirement for importers to present paper permits to the CBSA (except at non-terminal offices) when obtaining release of goods controlled under the EIPA. In all cases, Foreign Affairs and International Trade Canada will issue a transaction record to the importer or broker to serve as a receipt showing that the permit has been issued. Importers using non-terminal offices or who have goods documented on a Form E29B or an ATA Carnet will be required to present a copy of the transaction record at the time of release (except agricultural tariff rate quota [TRQ] goods) to substantiate that a permit has been issued by Foreign Affairs and International Trade Canada. A sample of the transaction record is provided in Appendix B.

7. When an application for an import permit is completed (Form EXT 1466), the CBSA's transaction number must be shown in field 2. In the event an importer does not have a transaction number, the CBSA will assign a transaction number to the shipment when release is requested.
8. An import permit becomes valid when the permit information has been transmitted electronically by Foreign Affairs and International Trade Canada to the CBSA office where goods are to be released.
9. In the event that EXCAPS is not available to transmit permit data to the Accelerated Commercial Release Operations Support System (ACROSS), importers and brokers may submit a paper copy of the transaction record to the CBSA to release their goods. If ACROSS is not available, importers and brokers may submit paper release documents with a copy of the transaction record to release their goods. Clients will be advised to use the above contingency procedures by their local CBSA office or via the electronic data interchange (EDI) information line at **1-888-957-7224** or through an EDI information bulletin.

General Import Permits

10. Certain goods may be imported under the authority of GIPs. In such cases, it is not necessary to apply for individual import permits. The GIP number must be quoted on the release documentation (e.g. cargo control document, invoice) or EDI transmission. The CBSA must be satisfied that the importation does in fact meet the terms of the GIP.
11. Historically, GIPs for personal use have applied equally to both residents and non-residents. It should be noted that these GIPs will continue to apply to all travellers regardless of residency.

12. As noted in paragraph 2, complete details regarding all the GIPs can be found on the Department of Justice's Web site.

TRQ Goods

13. The *World Trade Organization Agreement Implementation Act* resulted in changes to the Customs Tariff and the Export and Import Permits Act that affect the importation of certain agricultural goods listed on the ICL. Importations of these agricultural goods are controlled under the EIPA by way of TRQs. This allows for the importation of TRQ goods at low duty rates under the "within access" tariff items until the quota quantities have been reached. Additional importations are classified under the "over access" tariff items at significantly higher duty rates. Importers may classify most agricultural goods listed on the ICL under the within access tariff item if they have obtained the appropriate TRQ import permit from Foreign Affairs and International Trade Canada before the goods are imported. Importations of wheat, barley and products of wheat and barley will be allowed the within access classification on a "first-come, first-served" quota basis. For more information, including a listing of the agricultural goods on the ICL, refer to memoranda D10-18-1, *Tariff Rate Quotas*, and D10-18-6, *First-Come, First-Served Agricultural Tariff Rate Quotas*.

14. The availability of TRQ import permits is not a condition of release. Border services officers will release any shipment of TRQ goods even in the absence of a specific import permit issued under section 8.3 of the EIPA. Where a specific import permit has not been obtained by the date of final accounting under subsection 32(1), (3) or (5) of the *Customs Act*, the portion of the goods imported without such a permit (all or part of a shipment) will be deemed to have been imported under the authority of GIP No. 100. These goods will be classified under the over access tariff item and will be subject to high rates of customs duties.

15. In situations where TRQ permit information has been matched to release information in ACROSS and is reviewed as part of the release review process, any discrepancies in the quantity or description should be referred by the border services officer to a senior officer in the CBSA's Trade Compliance Division after releasing the shipment. The referral is generated in ACROSS by the officer and will be available to the senior officer through the ACROSS Trade Compliance Division work list.

16. If TRQ goods are entered into a bonded warehouse, the appropriate within access tariff item should be used where a specific import permit is available. This permit number should be quoted in field 26 of Form B3, *Canada Customs Coding Form*, (type 10) or, in the case of CADEX participants, in the special authority field of the KI30 record. If there is a transfer of ownership of TRQ goods in the warehouse, Form B3 (type 30) should be completed and presented to the CBSA. For all TRQ goods, including non-

NAFTA beef and veal, the TRQ permit number should be quoted in field 26 of Form B3 (type 20) or in the special authority field of the KI30 record for CADEX participants. More information regarding TRQ goods entered into a bonded warehouse can be found in Memorandum D10-18-5, *Customs Bonded Warehouses TRQ Agricultural Goods*.

Personal Importations of TRQ Goods

17. The GIPs for personal importations of agricultural TRQ goods are listed in Appendix C. The eligible quantities or values that may be imported at within access rates of duty are listed in Appendix D. It should be noted that the eligible quantities or values for these GIPs apply to each person regardless of the fact a family may be travelling together in the same conveyance or live in the same household. GIP No. 100 allows the importation of unlimited quantities for TRQ goods at the high over access rate of duty and may be used for both personal and commercial importations. The personal exemptions for travellers provided under Chapter 98 of the *Customs Tariff* may not be used in conjunction with GIP No. 100. Importations of agricultural TRQ goods for personal use at low rates of duty are limited to the amounts provided under the relevant traveller's GIP.

18. Travellers may import unlimited quantities of wheat and barley and their associated products (for personal use) under the authority of GIP No. 3 at the within access rates of duty. For commercial importations of wheat and barley and their associated products, GIP No. 20 may be used until the quota levels have been reached. GIP No. 100 must be used thereafter.

Clothing and Textiles

19. In the case of clothing and textile products, those goods are only subject to import permit requirements when the goods are eligible for the tariff preference level (TPL) mechanisms of Canada's free trade agreements and the importer makes a claim for TPL in order to take advantage of a reduced rate of duty. Documentation requirements regarding TPLs may be found in Memorandum D11-4-22, *Tariff Preference Levels*.

Carbon Steel and Specialty Steel

20. Various types of carbon steel and specialty steel products are identified in item Nos. 80 and 81 of the ICL and are subject to import permit requirements.

(a) Item No. 80 — Carbon steel products including semi-finished products (ingots, blooms, billets, slabs and sheet bars), plate, sheets and strip, wire rods, wire and wire products, railway-type products, bars, structural shapes and units, pipes and tubes, but excluding the specialty steel products referred to in item No. 81.

(b) Item Number 81 — Specialty steel products: stainless flat-rolled products (sheet, strip and plate),

stainless steel bar, stainless steel pipe and tube, stainless steel wire and wire products, alloy tool steel, mold steel and high-speed steel.

21. More information regarding which steel products are subject to controls may be obtained by contacting Foreign Affairs and International Trade Canada at the address provided in paragraph 37. If an importer wishes to import a shipment of steel that will require multiple loads to enter Canada, one permit may be obtained to cover the entire order providing the following applies:

(a) a Canadian customs invoice (or an appraisal quality invoice if EDI release is used) and a Form B3 are prepared; and

(b) all goods enter within a 30-day period.

22. There are two GIPs for steel products: GIP No. 80 for carbon steel and GIP No. 81 for specialty steel products. These GIPs exempt a resident of Canada from individual permit requirements provided that the total value for duty of the goods, as determined under the *Customs Act*, is no more than \$5,000. In addition, shipments of steel that are classified under tariff item No. 9813.00.00 or 9814.00.00 (Canadian goods returned) do not require import permits.

Import Permit Procedures

23. In order to obtain release of goods controlled under the EIPA, other than certain goods controlled under a TRQ, importers must ensure that an import permit has been approved by Foreign Affairs and International Trade Canada. The transaction record from Foreign Affairs and International Trade Canada will indicate to the importer that the permit has been approved and the information transmitted to the CBSA through EXCAPS. If the importer is requesting release of goods at a non-terminal office, it will be necessary to present the CBSA with a copy of the transaction record. The CBSA will verify the permit information on the transaction record prior to releasing the goods. Transaction records will be stamped by border services officers and sent to Foreign Affairs and International Trade Canada on a weekly basis at the following address:

Export and Import Controls Bureau
Foreign Affairs and International Trade Canada
125 Sussex Drive
Ottawa ON K1A 0G2

24. The CBSA will verify the accuracy of the following permit information that has been transmitted electronically by Foreign Affairs and International Trade Canada :

- (a) transaction number;
- (b) expiry date;
- (c) importer name;
- (d) description of goods;

(e) value;

(f) quantity; and

(g) country of origin.

25. Importer names appearing on import permits should correspond to importer names that appear on customs release documentation or EDI transmissions. Where the name on the permit does not match customs release information, the permit will be rejected and importers will be advised to apply for an amended permit or to resubmit the proper release information.

26. The import permit procedure and relevant responsibilities are provided in Appendix E.

27. Once an electronic permit has been used for the release of goods, this information will be transmitted to Foreign Affairs and International Trade Canada.

Amendments to Permits

28. Necessary amendments to permits may be authorized by the Export and Import Controls Bureau of Foreign Affairs and International Trade Canada. For example, differences between authorized permit and shipment quantities, product substitution, extensions of validity, expiry dates and cancellations. Amendments to permits for TRQ goods must be made prior to final accounting, and in the case of non-TRQ commodities, prior to release of the goods. For further information on amendments to permits, contact the Bureau (the address and telephone numbers are provided in paragraph 37).

Detentions/Rejections

29. Goods (except agricultural TRQ goods) will be detained by the CBSA and the release request rejected when the following applies:

- (a) there is no specific permit available;
- (b) the goods are not as described on the permit;
- (c) the importer name does not match the name on the permit;
- (d) the permit is not yet effective or has expired;
- (e) the quantity or value reported does not match the permit; or
- (f) the country of origin does not match the permit.

30. Under the above circumstances, the goods are not to be released until the appropriate corrections are made to either the release information or the permit. A decision will then be made on the disposition of the goods.

Disposal of Goods

31. When goods have been abandoned or forfeited as a result of the EIPA requirements, Foreign Affairs and International Trade Canada will determine how the goods

will be disposed of. More information on disposal of such goods may be obtained by contacting the CBSA's Partnerships Division at the address provided in paragraph 35.

32. Travellers who decide not to pay the high over access duty rate on the importation of perishable agricultural goods in excess of the personal allowable GIP quantities are encouraged to return the excess goods to the United States. In some regions it may be possible to abandon such goods at the CBSA office if disposal bins are available.

33. Any agricultural TRQ goods abandoned in the commercial stream are to be detained pending instructions for disposal from the Partnerships Division.

Penalty Information

34. Every person who violates any of the provisions or regulations of the EIPA is guilty of an offence and is liable

(a) on summary conviction to a fine not exceeding \$25,000, or to imprisonment for a term not exceeding 12 months, or to both a fine and imprisonment; or

(b) on conviction upon indictment to a fine in an amount that is at the discretion of the court, or to imprisonment for a term not exceeding 10 years, or to both a fine and imprisonment.

ADDITIONAL INFORMATION

35. Questions concerning the general administration of these guidelines by the CBSA may be directed to the following:

Partnerships Division
Admissibility Branch
Canada Border Services Agency
5th Floor, 150 Isabella Street
Ottawa ON K1A 0L8

Telephone: 613-957-6868

Fax: 613-946-1520

36. The CBSA's Border Information Service (BIS) line responds to public inquiries related to import requirements of other government departments, including Industry Canada.

Call toll-free within Canada: **1-800-461-9999**

If you are calling from outside Canada, you can access BIS by calling 204-983-3500 or 506-636-5064 (long-distance charges will apply).

To speak directly to an agent, call during regular business hours from Monday to Friday (except holidays), 8:00 a.m. to 4:00 p.m. local time. More information can be found on the CBSA's Web site at **www.cbsa.gc.ca**.

37. All questions concerning the issuance of import permits should be directed to the following:

Export and Import Controls Bureau
Foreign Affairs and International Trade Canada
125 Sussex Drive
Ottawa ON K1A 0G2

Telephone: 613-996-3711 (textiles, clothing, agriculture and steel)

Fax: 613-995-5137 (textiles, clothing, agriculture and steel)

APPENDIX A

APPLICATION FOR IMPORT/EXPORT PERMIT

Foreign Affairs and
International Trade CanadaAffaires étrangères et
Commerce international CanadaPLEASE DO NOT WRITE IN SHADED AREAS
SVP NE PAS ÉCRIRE DANS LES ZONES OMBRÉESAPPLICATION FOR
IMPORT/EXPORT PERMITDEMANDE DE LICENCE
D'IMPORTATION OU D'EXPORTATION

1. Permit Type / Type de licence <input type="checkbox"/> Import Importation <input type="checkbox"/> Export Exportation		2. Transaction Number N° de transaction		3. Date (yyyy-mm-dd) Date (aaaa-mm-jj)		4. Permit Number N° de permis	
5. Company File Number N° de dossier de la société		6. Business Number N° de l'entreprise		7. Application I.D. N° de la demande		8. Officer Identification Identification de l'agent	
9. Name of Importer / Exporter - Nom de l'importateur / exportateur				10. Canadian Resident / Résident du Canada <input type="checkbox"/> Yes Oui <input type="checkbox"/> No Non			
11. SUPPLIER / CONSIGNEE - FOURNISSEUR / DESTINATAIRE							
Name / Nom				Telephone No. / N° de téléphone ()		Facsimile / Télécopieur ()	
Address / Adresse				City / Ville		Province	Postal Code / Code postal
12. APPLICANT (Must be a resident of Canada) / REQUÉRANT (doit être résident du Canada)							
Name / Nom				Telephone No. / N° de téléphone ()		Facsimile / Télécopieur ()	
Address / Adresse				City / Ville		Province	Postal Code / Code postal
13. Send Permit to / Envoyer licence <input type="checkbox"/> Company À la société <input type="checkbox"/> Applicant Au requérant				14. Language / Langue <input type="checkbox"/> English Anglais <input type="checkbox"/> French Français			
15. Country of Origin - Finished Product Pays d'origine - Produit fini		16. Imported from Importé de			17. Submitting Outpost Soumis par le poste		
18. Exported to Exporté vers		19. Country of Origin - Raw Material / Pays d'origine - Matière première FIB / FIBR. YRN / FIL FAB / TISS.			20. Effective Date (yyyy-mm-dd) Entrée en vigueur (aaaa-mm-jj)		
21. NAFTA or CCFTA Processing Traitement sous le régime de l'ALENA ou ALECC TPL - Tariff Preference Level NPT - Niveau de préférence tarifaire					22. Expiry Date (yyyy-mm-dd) Date d'échéance (aaaa-mm-jj)		
23. Canadian Port of Entry/Clearance Point d'entrée/dédouanement canadien		24. Multiple Load Shipment Expédition à changements multiples <input type="checkbox"/> Yes Oui <input type="checkbox"/> No Non		25. Date of Shipment (yyyy-mm-dd) Date d'envoi (aaaa-mm-jj)		26. Date of Entry/Exit (yyyy-mm-dd) Date d'entrée/sortie (aaaa-mm-jj)	
27. Documentation Attached Document ci-joint <input type="checkbox"/> Yes Oui <input type="checkbox"/> No Non		28. Permit to be Licence à livrer <input type="checkbox"/> Mailed Par la poste <input type="checkbox"/> By Courier Collect Par messageries, port dû <input type="checkbox"/> Held for Pickup En main propre <input type="checkbox"/> Other (Specify) Autre (préciser) →				29. Manually Issued Dressée à la main <input type="checkbox"/>	
30. Agmt No. No d'ent.	31. Commodity Code Code du produit	32. Description Description		33. Permit Quantity Quantité de produit	34. Unit Unité	35. Value (CAN) Valeur (CAN)	36. Doc. Quantity Quantité selon le doc.
37. Permit to be Issued at Licence sera livrée à		38. Document Number Numéro de document			39. Document Date (yyyy-mm-dd) Date du document (aaaa-mm-jj)		
OTHER TERMS AND CONDITIONS							
40. The applicant hereby certifies that all information is true and correct and that he/she is a resident of Canada.				40. Le requérant certifie que tous les renseignements sont exacts et qu'il est résident du Canada.			
Signature				Date (yyyy-mm-dd) / (aaaa-mm-jj)			

EXT 1486 (2006-10-16)

HOW TO COMPLETE THE IMPORT/EXPORT PERMIT APPLICATION FORM (EXT 1466)

1. Will this permit be used to export or import goods.
2. Effective March 4, 1996, required for all ports of entry.
3. Departmental use only.
4. Departmental use only.
5. The company will have its own company file number with Foreign Affairs and International Trade Canada. If one is required please complete the Application for an EICB File Number form: www.dfait-maeci.gc.ca/trade/eicb/forms/documents/EICB_Nbr.pdf.
6. Company business number (GST number) issued by Revenue Canada.
7. Departmental use only.
8. Departmental use only.
9. The name of the importer or exporter must be the same as on the Customs documents.
10. Refer to fields 5, 6 and 9.
11. If the goods are for import into Canada, please fill out the supplier's name and address. If the goods are for export, please fill out the consignee's name and address.
12. Person/company name who is applying for the permit. Must be a resident of Canada.
13. Will the original permit or transaction record be sent to the company or the applicant's address? Must be a Canadian address.
14. The official language that the permit will be issued in.
15. The country in which the goods were manufactured. Note: one country of origin per application.
16. The country from which the goods were imported.
17. Departmental use only.
18. The country of destination for these goods (export permits only).
19. Use only for NAFTA or CCFTA imports/exports (textiles and clothing only).
20. Departmental use only.
21. This field will only be completed if field number 19 applies.
22. Departmental use only.
23. The Canadian port where the goods will enter Canada or be cleared through Customs. The three digit port codes can be obtained from Canada Customs.
24. Use only for imports of steel products.
25. The date on which the goods were shipped to or from Canada.
26. The date on which the goods enter or exit Canada.
27. If an export licence is required, the original must be attached to the permit application (textiles, clothing).
28. The method by which the original permit or transaction record will be delivered.
29. Departmental use only.
30. The agreement number on the export licence (textiles and clothing only).
31. If known, please provide the commodity code of the Export and Import Controls Bureau (EICB) for each line item. Maximum of 3 items per application.
32. A complete and accurate description of the one specific commodity. This will be found in the EICB Commodity Code Handbook.
33. The quantity of this commodity.
34. The unit of measure for this commodity will be found in the EICB Commodity Code Handbook.
35. The value of this commodity in Canadian dollars rounded off to the nearest dollar.
36. This is the total quantity of this commodity on the export licence (textiles and clothing only) and for processed chicken imports.
37. The Canadian Custom Broker's outpost number where the permit will be printed (if applicable).
38. The export licence number (textiles and clothing).
39. The date on which the export licence was issued (textiles and clothing only).
40. Applicant's signature: Applicant certifies that all information is true and correct and that he/she is a resident of Canada.

COMMENT REMPLIR LA DEMANDE DE LICENCE D'IMPORTATION OU D'EXPORTATION (EXT 1466)

1. Préciser si la licence sera utilisée pour l'exportation ou l'importation.
2. Exigé pour tous les points d'entrée depuis le 4 mars 1996.
3. Réservé au Ministère.
4. Réservé au Ministère.
5. L'entreprise doit avoir son propre numéro de dossier à Affaires étrangères et Commerce international Canada. Pour en obtenir le vôtre, veuillez remplir le formulaire disponible à l'adresse suivante : www.dfait-maeci.gc.ca/trade/eicb/forms/documents/EICB_Nbr.pdf.
6. Le numéro d'entreprise attribué par Revenue Canada (numéro de compte TPS).
7. Réservé au Ministère.
8. Réservé au Ministère.
9. Le nom de l'importateur ou de l'exportateur doit être le même que celui figurant sur les documents douaniers.
10. Renvoi aux champs 5, 6 et 9.
11. Pour les marchandises importées au Canada, indiquer le nom et l'adresse du fournisseur. Pour les marchandises exportées, indiquer le nom et l'adresse du destinataire.
12. Nom de la personne ou société qui demande la licence. Doit être résident du Canada.
13. Préciser si la licence originale ou le relevé de transaction sera envoyé à la société ou à l'adresse du requérant. Doit être une adresse canadienne.
14. La langue officielle dans laquelle la licence sera délivrée.
15. Le pays où les marchandises ont été fabriquées. Remarque : seulement un pays de fabrication par demande.
16. Le pays d'où les marchandises sont importées.
17. Réservé au Ministère.
18. Le pays de destination des marchandises (pour les licences d'exportation seulement).
19. Utiliser uniquement pour les importations/exportations sous le régime de l'ALENA ou ALECC (textiles et vêtements seulement).
20. Réservé au Ministère.
21. Ce champ n'est rempli que si le champ 19 s'applique.
22. Réservé au Ministère.
23. Le point d'entrée ou de dédouanement des marchandises au Canada. Les codes de points d'entrée à trois chiffres peuvent être obtenus de Douanes Canada.
24. Utiliser uniquement pour les importations de produits d'acier.
25. La date à laquelle les marchandises ont été expédiées vers ou depuis le Canada.
26. La date à laquelle les marchandises entreront au Canada ou en sortiront.
27. Si une licence d'exportation est requise, l'original doit être joint à la demande de licence (textiles et vêtements).
28. Le mode de livraison de la licence originale ou du relevé de transaction.
29. Réservé au Ministère.
30. Le numéro d'entente sur la licence d'exportation (textiles et vêtements seulement).
31. S'il est connu, donner le code de l'article utilisé par la Direction générale des contrôles à l'exportation et à l'importation (DGCEI) pour chaque type d'article. Maximum de trois articles par demande.
32. Description complète et exacte du produit en cause. Cette description se trouve dans le manuel des codes HS de la DGCEI sous le code applicable au produit.
33. La quantité de produit.
34. L'unité de mesure utilisée pour ce produit est donnée dans le manuel des codes de la DGCEI.
35. La valeur du produit en dollars canadiens, arrondi au dollar près.
36. La quantité totale du produit mentionnée sur la licence d'exportation (textiles et vêtements seulement) et pour l'importation de poulet transformé.
37. Le numéro de poste du courtier canadien en douane où la licence sera imprimée (le cas échéant).
38. Le numéro de la licence d'exportation (textiles et vêtements).
39. La date à laquelle la licence d'exportation a été délivrée (textiles et vêtements seulement).
40. Signature du requérant : Le requérant certifie que tous les renseignements sont exacts et qu'il est résident du Canada.

EXT 1466 (2006-10-16)

APPENDIX B

TRANSACTION RECORD



Foreign Affairs and
International Trade Canada

Affaires étrangères et
Commerce international Canada

TRANSACTION RECORD / RELEVÉ DE TRANSACTION

Importer / Importateur

Transaction No. / No Transaction

Applicant / Requérant

Permit No. / No Licence

Permit Valid From / Licence valide du

Supplier / Destinataire

Permit Valid To / Licence valide au

Date Issued / Date d'émission

Country of Origin FIN / Pays d'origine produit fini

Shipment Date / Date d'envoi

Country of Origin RAW / Pays d'origine produit brut //

Approx. Entry Date / Date d'entrée approx.

Country Import From / Pays de provenance

Canadian Port Entry / Port d'entrée canadien

Document No. / No Document

Application Id. / Id de la demande

Multiple shipment / Envoi multiple

GOODS DESCRIPTION

Commodity Code / Code d'article -Description	Qty / Qté	Unit / Unité	Value / Valeur(Can. \$)
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Total Value / Valeur Totale

OTHER TERMS AND CONDITIONS/AUTRES TERMES ET CONDITIONS:

RECEIPT: ISSUED BY MINISTER OF FOREIGN AFFAIRS

1. The export/import of goods described above is permitted subject to all conditions described herein and subject to the Export and Import Permits Act and any regulations made hereunder.
2. All transactions are subject to verification by Foreign Affairs and International Trade Canada.
3. This document is a transaction record only of the above import permit and is not valid to release commodities except in special circumstances with the authority of the Export and Import Controls Bureau.

For the Minister of Foreign Affairs

REÇU: DÉLIVRÉ PAR MINISTRE DES AFFAIRES ÉTRANGÈRES

1. L'exportation/l'importation des marchandises décrites ci-dessus est autorisée sous réserve des conditions indiquées aux présentes et assujettie à la Loi sur les licences d'exportation et d'importation et ses règlements.
2. Affaires étrangères et Commerce international Canada se réserve le droit de vérifier toutes transactions.
3. Ce document est un relevé de transaction seulement de la licence d'importation décrite ci-dessus et il n'est pas valide pour dédouaner de la marchandise sauf avec autorisation spéciale de la Direction Générale des contrôles d'exportation et d'importation.

Pour le ministre des Affaires étrangères

APPENDIX C

IMPORT CONTROL LIST

The Import Control List may be broken down into three basic groupings. The following chart depicts these groups with corresponding item numbers, general product descriptions and relevant general import permit numbers. This chart is to be used as a guide for reference purposes only. The Import Control List can be found on the Department of Justice's Web site at <http://laws.justice.gc.ca>.

Group Number	Item Number	Description	General Import Permit No.
1. Miscellaneous goods	70	Arms of war	60
	71	Arms of war	60
	72	Arms of war	60
	73	Arms of war	60
	80	Carbon steel	80
	81	Specialty steel products	81
	90	Arms of South African origin	
	91	Prohibited weapons	
	2. Apparel and fibre goods	85, 86	Tariff preference level goods
3. Agricultural products	94, 96-104	Chicken and chicken products	2, 100
	105-113	Turkey and turkey products	7, 100
	114-116	Beef and veal, non-NAFTA countries	13, 100
	117-134, 141-160	Dairy products	1, 100
	95, 135-139	Eggs	8, 100
	140	Margarine	14, 100
	161-191	Wheat, barley and their products	3, 20, 100
	192	Tariff rate quota goods classified under heading No. 98.04 or 98.26	1, 2, 3, 7, 8, 13, 14
	194	Meat from certain European Union countries	

Note 1: In the case of agricultural products, amounts above the within access quantities or values may be imported under the authority of General Import Permit No. 100; however, the over access duty rates will apply.

Note 2: For detailed classification information, refer to Memorandum D10-18-1, *Tariff Rate Quotas*. For detailed information on agricultural limitations, refer to Memorandum D19-1-1, *Food, Agricultural Inputs and Agricultural Products*.

APPENDIX D

**QUICK REFERENCE GUIDE FOR PERSONAL IMPORTATIONS
OF AGRICULTURAL TARIFF RATE QUOTA GOODS**

Description	General Import Permit No.	Within Access Quantity/Value
Barley, barley products	3	No quantity restrictions
Beef, fresh or frozen	13	10 kilograms (kg) (no tariff rate quota restriction for NAFTA)
Butter	1	\$20 total dairy
Buttermilk	1	\$20 total dairy
Cheese (cheddar, swiss, mozzarella)	1	\$20 total dairy
Chicken (whole, parts), fresh or frozen	2	10 kg
Eggs for consumption	8	2 dozen
Dry whey	1	\$20 total dairy
Heavy cream	1	\$20 total dairy
Ice cream	1	\$20 total dairy
Margarine	14	3 kg (12 kg with prescription)
Milk	1	\$20 total dairy
Sour cream	1	\$20 total dairy
Turkeys (whole), fresh or frozen	7	One turkey
Turkeys (parts), fresh or frozen	7	10 kg
Wheat, wheat products	3	No quantity restrictions
Yogurt	1	\$20 total dairy

Note: Amounts above the within access quantities or values may be imported under the authority of General Import Permit No. 100; however, the over access duty rates will apply. For detailed classification information, refer to Memorandum D10-18-1, *Tariff Rate Quotas*. Detailed information regarding quantity limitations imposed by the Canadian Food Inspection Agency is provided in Memorandum D19-1-1, *Food, Agricultural Inputs and Agricultural Products*.

APPENDIX E**IMPORT PERMIT PROCEDURES**

The following chart outlines the permit procedure and the responsibilities of the importer, Foreign Affairs and International Trade Canada, and the Canada Border Services Agency.

Importer	Foreign Affairs and International Trade Canada	Canada Border Services Agency (CBSA)
1. Apply for permit.		
2. Apply transaction number to Form EXT 1466, Application for Import/Export Permit.		
	3. Input data into computer system.	
	4. Issue transaction record to importer and transmit data to the CBSA.	
5. Present release package to the CBSA or transmit release data.		
		6. Verify: <ul style="list-style-type: none"> – the transaction number; – the effective and expiry dates of permit; – that the importer's name on release request matches the one on permit; – the permit quantity, value shipped and description with invoice; and – that the country of origin on the release request matches the one on the permit.
		7. Release goods.
		8. Once the permit has been used, transmit this information to Foreign Affairs and International Trade Canada.
		9. If necessary, take enforcement action.

Note 1: The availability of tariff rate quota (TRQ) permits is not a condition of release. However, where a specific TRQ permit has not been obtained by the date of final accounting, the portion of the goods imported without such a permit will be deemed to have been imported under the authority of general import permit No. 100. These goods will be classified under the over access tariff item and be subject to high rates of customs duties.

Note 2: In situations where TRQ permit information has been matched to release information in ACROSS and is reviewed as part of the release review process, any discrepancies in the quantity or description should be referred by the border services officer to a senior officer in the Trade Compliance Division after releasing the shipment. The referral is generated in ACROSS by the border services officer and will be available to the senior officer through the ACROSS (Trade Compliance Division) worklist.

REFERENCES

<p>ISSUING OFFICE – Partnerships Division Admissibility Branch Canada Border Services Agency</p>	<p>HEADQUARTERS FILE – 7935-1</p>
<p>LEGISLATIVE REFERENCES – <i>Export and Import Permits Act</i>, sections 5, 10, 14, 24 and 25 Import Control List Regulations respecting import permits General import permits</p>	<p>OTHER REFERENCES – D10-18-1, D10-18-6 and D19-1-1</p>
<p>SUPERSEDED MEMORANDA “D” – D19-10-2, June 1, 1998</p>	

Services provided by the Canada Border Services Agency are available in both official languages.

