



Ottawa, September 5, 2008

MEMORANDUM D3-4-5

In Brief

HIGHWAY CARGO – IN-TRANSIT MOVEMENTS

1. This memorandum has been revised to reflect the new name of the agency: Canada Border Services Agency.
2. This memorandum has been revised to reflect current carrier and cargo policies and reporting procedures.



Printed in Canada



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HIGHWAY CARGO – IN-TRANSIT MOVEMENTS

This memorandum outlines the Canada Border Services Agency (CBSA) requirements for the reporting and control of in-transit goods by highway carriers.

GUIDELINES AND GENERAL INFORMATION

Definitions

- For the purposes of this memorandum, the following definitions apply:
 - In-transit** – The movement of goods from a point in the United States to another point in the United States through Canada, as well as the movement of goods from a point in Canada to another point in Canada through the United States. Goods in-transit are controlled on Form A8B, *United States – Canada Transit Manifest*.
 - Itinerant Carrier** – A carrier who brings goods to Canada infrequently and posts security for each trip.

Security Requirements

- Highway carriers transporting goods from one point in the United States to another point in the United States via Canada must file security in the amount of \$25,000 with the Canada Border Services Agency (CBSA). For information on filing security for a single trip, see the CBSA Web site at www.cbsa.gc.ca.
- Itinerant carriers transporting logs through Canada do not have to post security.

Cargo Reporting

- Canada and the United States have established a joint procedure for the documentation and control of in-transit goods. Form A8B is used as the cargo control document for either United States or Canadian cargo transiting the other country's territory. You will find a copy of the form in Appendix A of this memorandum and the completion instructions in Appendix B of this memorandum. The U.S. Customs and Border Protection implemented a requirement in 2003, for in-transit movements through the United States to be reported through Electronic Data Interchange (EDI). In addition to electronic reporting, the U.S. Customs and Border Protection requires the carrier to present the Form A8B in hard copy format.

- Highway carriers transporting goods from a point in one country to another point in the same country through the neighbouring country must stop at the first customs office in the neighbouring country, and present the in-transit manifest for review and validation.

- You can order copies of Form A8B by calling (contact numbers listed below) or by completing an online request form that you will find on the CBSA Web site under "Publications and Forms".

- To order forms by phone from anywhere in Canada and the United States, call **1-800-959-2221**.

- If you're calling from outside Canada and the United States, call 204-983-3500 or 506-636-5064 (long distance charges apply).

- For TTY (Teletypewriter) service, call **1-800-665-0354** (Canada only).

- You can print your own forms. For information on customized forms contact:

Carrier and Cargo Policy
Commercial Border Policy Division
Admissibility Branch
Canada Border Services Agency
150 Isabella Street, 4th Floor,
Ottawa ON K1A 0L8

Fax: 613-957-9717

- Do not document in-bond goods arriving at a Canadian airport or seaport destined for the United States, nor goods arriving at the border for outward movement from a Canadian airport or seaport on Form A8B. See Memorandum D3-2-2, *Air Cargo – Import and In-transit Movements*, for information on the documentation for air shipments, and Memorandum D3-5-2, *Marine Cargo – Import Movements*, for marine shipments.

- Similarly, do not document goods moving in-transit through Canada arriving by one mode of transport and transferred to another mode of transport for the outward movement on Form A8B. You will find documentation procedures in Memorandum D3-2-2, for air shipments, Memorandum D3-4-2, *Highway Cargo – Import Movements*, for highway shipments, Memorandum D3-5-2, for marine shipments, and Memorandum D3-6-6, *Rail Cargo – Import Movements*, for rail shipments.

Cargo Control Procedures

10. The procedure for United States goods in-transit from one point in the United States to another point in the United States through Canada is as follows:

- (a) At the first point of entry in Canada, the driver presents four copies of Form A8B as follows:
 - (1) Original (white) – arrival copy
 - (2) 2nd Copy (blue) – exit copy
 - (3) 3rd Copy (green) – re-entry copy
 - (4) 4th Copy (pink) – carrier copy
- (b) The border services officer reviews and validates all copies by stamping and initialing each copy of the form and may also check the goods against the bill(s) of lading, to ensure that all of the goods being moved in-transit are recorded.
- (c) When completed, three copies (blue, green, and pink) are returned to the driver, and the original (white) is retained by the CBSA and placed in a pending file until acquittal is received from the U.S. Customs and Border Protection office of re-entry. Acquitted copies are filed numerically.
- (d) The goods are sealed with either company seals or the CBSA green ball seals that must remain intact until they are removed by the U.S. Customs and Border Protection at the office of re-entry.
- (e) The carrier reports to the U.S. Customs and Border Protection upon re-entering the United States. A U.S. Customs and Border Protection officer stamps the remaining three copies of the manifest and ensures seals are intact, where applicable; the pink copy is returned to the driver. The blue copy is sent to the CBSA office at the first point of entry, and the green copy is retained on file by U.S. Customs and Border Protection.

11. The procedure for Canadian goods in-transit from one point in Canada to another point in Canada through the United States is as follows:

- (a) At the first point of entry in the United States, the driver presents four copies of Form A8B as follows:
 - (1) Original (white) – arrival copy
 - (2) 2nd Copy (blue) – exit copy
 - (3) 3rd Copy (green) – re-entry copy
 - (4) 4th Copy (pink) – carrier copy
- (b) The U.S. Customs and Border Protection officer reviews and validates all copies by stamping and initialing each copy of the form and may also check the goods against the bill(s) of lading, to ensure that all of the goods being moved in-transit are recorded.

(c) When completed, three copies (blue, green, and pink) are returned to the driver and the original (white) is placed in a pending file until acquittal is received from the CBSA office of re-entry. Acquitted copies are filed numerically.

(d) The goods are sealed with either company seals or U.S. Customs and Border Protection seals that must remain intact until they are removed by the CBSA at the office of re-entry. The carrier should also have the bill(s) of lading available for review.

(e) The carrier reports to the CBSA upon re-entering Canada. A border services officer verifies seals are intact, stamps the remaining three copies of the manifest and the pink copy is returned to the driver. The blue copy is sent to the office at the first point of entry, and the green copy is retained on file.

12. When accidents, shifts of loads, or other circumstances occur during the in-transit movement, the carrier should contact the nearest CBSA office. The CBSA office will provide the carrier with instructions for managing the cargo. For a list of all CBSA offices refer to the CBSA's Web site.

Penalty Information

13. For information on administrative penalties, please refer to Memorandum D22-1-1, *Administrative Monetary Penalty System*. Information on AMPS penalties is also available on the CBSA Web site.

14. Other administrative sanctions, such as the revocation of program privileges and penalties of Other Government Departments, may also be applicable.

15. In some situations, failure to comply with the CBSA requirements outlined in the *Customs Act*, may result in the seizure and forfeiture of the goods and/or conveyance, and in serious cases criminal charges may be applicable.

Additional Information

16. The CBSA's Border Information Service (BIS) line responds to public inquiries related to import requirements of other government departments, including Industry Canada. You can access BIS toll-free throughout Canada by calling **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, please call during regular business hours from Monday to Friday (except holidays), 8 a.m. to 4 p.m. local time. More BIS information can be found on the CBSA's Web site.

APPENDIX A

FORM A8B, UNITED STATES – CANADA TRANSIT MANIFEST

UNITED STATES – CANADA TRANSIT MANIFEST MANIFESTE DE TRANSIT – CANADA – ETATS-UNIS DEPARTMENT OF HOMELAND SECURITY U.S. CUSTOMS AND BORDER PROTECTION CANADA BORDER SERVICES AGENCY AGENCE DES SERVICES FRONTALIERS DU CANADA		FORM APPROVED BUDGET BUREAU NO. 48-R212.7 TRANSIT MANIFEST NO. - N° DU MANIFESTE DE TRANSIT	
<input type="checkbox"/> CARRIER IN TRANSIT THROUGH CANADA TRANSPORTEUR EN TRANSIT AU CANADA		<input type="checkbox"/> CARRIER IN TRANSIT THROUGH UNITED STATES TRANSPORTEUR EN TRANSIT AUX ETATS-UNIS	
STATE/PROVINCE LICENSE PLATE NO. PROVINCE (ETAT), N° D'IMMATRICULATION		TRACTOR TRACTEUR	
PORT OF DEPARTURE - BUREAU DE DEPART		TRAILER REMORQUE	
CANADA PERMIT NO. - N° DE PERMIS CANADIEN		OTHER AUTRE	
PORT OF RE-ENTRY - BUREAU DE RETOUR ¹		CBSA BOND NO. - N° DE CAUTIONNEMENT DE L'ASFC	
NAME OF IMPORTING CARRIER (PRINT OR TYPE) NOM DU TRANSPORTEUR IMPORTATEUR (IMPRIMER OU DACTYLOGRAPHIER)		NAME OF OPERATOR OR AGENT OF CARRIER (PRINT OR TYPE) NOM DU CAMIONNEUR OU DE L'AGENT DU TRANSPORTEUR (IMPRIMER OU DACTYLOGRAPHIER)	
PORT AND DATE OF ARRIVAL BUREAU ET DATE D'ARRIVÉE		CBSA SEAL NUMBERS N°S DES PLOMBES DE L'ASFC	
INITIALS OF CBSA OFFICER INITIALES DE L'AGENT DE L'ASFC		PORT AND DATE OF EXIT BUREAU ET DATE DE SORTIE	
SEALS INTACT - PLOMBES INTACTS <input type="checkbox"/> YES - OUI <input type="checkbox"/> NO - NON (IF "NO", REPORT ON REVERSE) (SI "NON", REMPLIR LE VERSO)		OTHER IRREGULARITY: AUTRE IRREGULARITÉ :	
(IF "YES", REPORT ON REVERSE) (SI "OUI", REMPLIR LE VERSO)		INITIALS OF CUSTOMS OFFICER INITIALES DE L'AGENT DES DOUANES	
WAYBILL NUMBERS N°S LETTRES DE	NO. OF PACKAGES NOMBRE DE COLIS	VALUE VALEUR ²	WAYBILL NUMBERS N°S LETTRES DE
NO. OF PACKAGES NOMBRE DE COLIS	VALUE VALEUR ²	SPECIMEN SPÉCIMEN	
I certify that I have received from customs at the port of arrival all goods described in the waybills listed in this manifest, which will be transported under bond and delivered to customs at the ports of exit and re-entry, that this manifest and related waybills contain a true account of all the goods on board the vehicle, that any discrepancy, error, or omission in this account, or any irregularity in the transit movement of this shipment will be immediately reported to customs.		Je certifie que j'ai reçu des douanes au bureau d'arrivée toutes les marchandises décrites dans les lettres de voiture énumérées dans le présent manifeste, que ces marchandises seront transportées en douane et livrées aux douanes aux bureaux de sortie et de retour, que le présent manifeste et les lettres de voiture pertinentes contiennent un relevé exact de toutes les marchandises à bord du véhicule, que toute différence, erreur ou omission dans le présent relevé ou toute irrégularité dans le transport du présent chargement sera immédiatement signalée aux douanes.	
SIGNATURE OF OPERATOR OR AGENT OF CARRIER - SIGNATURE DU CAMIONNEUR OU DE L'AGENT DU TRANSPORTEUR			
¹ To be entered by Customs Officer at port of entry. ² Value to be shown only for goods transiting the United States; if estimated, so state.		¹ À remplir par l'agent des douanes au bureau de retour. ² La valeur doit être indiquée uniquement pour les marchandises en transit aux États-Unis; s'il s'agit d'une estimation, le mentionner.	
CUSTOMS FORM FORMULAIRE DES DOUANES		PREPARE IN QUADRUPPLICATE WHITE - ARRIVAL COPY BLUE - EXIT COPY GREEN - RE-ENTRY COPY PINK - CARRIER COPY	
7512-B CANADA A8B (07)		PRÉPARER EN QUATRE EXEMPLAIRES BLANC - D'ARRIVÉE BLEU - DE SORTIE VERT - DE RETOUR ROSE - DU TRANSPORTEUR	

REPORT OF IRREGULARITY

RAPPORT D'IRRÉGULARITÉ

THIS REPORT COVERS - LE PRESENT RAPPORT VISE					
<input type="checkbox"/> SHORTAGE MARCHANDISES MANQUANTES <input type="checkbox"/> OTHER IRREGULARITY AUTRE IRREGULARITÉ					
DESCRIPTION OF MERCHANDISE (OBTAIN FROM WAYBILL OR OTHER DOCUMENT ACCOMPANYING SHIPMENT) DÉSIGNATION DES	QUANTITY MANIFESTED QUANTITÉ INDUÉE SUR LE MANIFESTE	QUANTITY DELIVERED AT PORT OF EXIT QUANTITÉ LIVRÉE AU BUREAU DE SORTIE	QUANTITY SHORT QUANTITÉ EN MOINS	VALUE OF MERCHANDISE NOT DELIVERED TO PORT OF EXIT VALEUR DES MARCHANDISES NON LIVRÉES AU BUREAU DE SORTIE	DUTY DROITS
<div style="font-size: 48px; opacity: 0.5; transform: rotate(-45deg);"> SPECIMEN SPÉCIMEN </div>					
REMARKS - REMARQUES ¹					
SIGNATURE OF CUSTOMS OFFICER - SIGNATURE DE L'AGENT DES DOUANES					DATE

¹ Show the number of the freight waybill under which the shipment was made; condition of seals; condition of vehicle; condition and marks and numbers of particular containers in which shortage occurred, or marks and numbers of missing packages; when and by whom the shortage or other irregularity was noted; any other information about the circumstances surrounding the irregularity which may assist the port of arrival to determine the carrier's liability.

Indiquer le numéro de la lettre de voiture en vertu de laquelle l'expédition a été faite; l'état des plombs; l'état du véhicule; l'état, les marques et les numéros des conteneurs dans lesquels il manque des marchandises, ou les marques et numéros des colis manquants; quand a-t-on remarqué qu'il y avait des marchandises manquantes ou une autre irrégularité et qui l'a remarqué; tout autre renseignement concernant les circonstances de l'irrégularité susceptible d'aider le bureau d'arrivée à déterminer la responsabilité du transporteur.

This form may be printed by private parties provided that the supply printed conforms to this official form in size, wording, arrangement, and quality and colour of paper. For sale by collectors of customs.

Ce formulaire peut être imprimé par les particuliers à condition que les dimensions, le libellé, la disposition, la qualité et la couleur du papier de ce formulaire imprimé soient conformes à ceux de ce formulaire officiel. Vente par les receveurs des douanes.

APPENDIX B**COMPLETION INSTRUCTIONS FOR FORM A8B**

Follow the instructions to enter all the information on Form A8B, *United States – Canada Transit Manifest*.

1. Carrier in Transit Through Canada – This field must be checked off.
2. State/Province Licence Plate No. – Indicate the vehicle identification number, i.e., licence plate number, year, and state/province.
3. Tractor – Indicate the tractor number of the vehicle.
4. Trailer – Indicate the trailer number of the vehicle.
5. Other – Indicate the vehicle identification number for vehicles other than tractors or trailers.
6. Port of Departure – Where exiting from the United States, indicate the U.S. customs office.
7. Port of Re-Entry – Where entering into the United States, indicate the U.S. customs office.
8. Canada Permit No. – We assign this number from an in-transit manifest series.
9. CBSA Bond No. – For single trip bonds, indicate the authorization number as shown on Form E370, *Application to Transact Bonded Carrier and Forwarding Operations*. Bonded carriers should indicate their CBSA assigned carrier code.
10. Name of Importing Carrier – Indicate the name of the carrier. In the case of a rented vehicle, indicate the name of the rental company.
11. Name of Operator or Agent of Carrier – Indicate the name of driver. In the case of rented vehicles, indicate the name of the rental company.
12. Port and Date of Arrival – CBSA will indicate the CBSA office where the vehicle has entered Canada and the date.
13. CBSA Seal Numbers/Initials of CBSA officer– the CBSA will verify seal numbers and the border services officer will initial the form.
14. Port and Date of Exit – the CBSA will indicate the CBSA office from where the vehicle is leaving Canada and the date.
15. Seals Intact – CBSA will check “yes” or “no” as to whether seals are intact.
16. Other Irregularity – CBSA will check “yes” or “no” as to whether any inconsistencies are found.
17. Initials of CBSA officer – The border services officer processing the document at the CBSA office of exit will initial the document.
18. Waybill Numbers – Indicate the waybill numbers of the waybill.
19. No. of Packages – Indicate the number of packages and description of goods as shown on the waybill.
20. Value – You do not need to complete this field for goods transiting Canada.
21. Signature of Operator or Agent of Carrier – This document must be signed by the operator or agent of the carrier.

REFERENCES

ISSUING OFFICE – Carrier and Cargo Programs Commercial Border Policy Division Admissibility Branch	HEADQUARTERS FILE – 7720-0
LEGISLATIVE REFERENCES – <i>Customs Act</i>	OTHER REFERENCES – D3-2-2, D3-4-2, D3-5-2, D3-6-6, D22-1-1
SUPERSEDED MEMORANDA “D” – D3-4-5, March 10, 2000	

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

