



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

Compliance Verification & Client Services  
International Events and Conventions Services Program  
Prairie Region, Calgary  
2588-27<sup>th</sup> Street N.E.  
Calgary, AB T1Y 7G1

American Association of Physics Teachers  
One Physics Ellipse  
College Park, MD 20740-3845

C0290011(BCL)

June 10, 2008

Attention: Tiffany Hayes  
Associate Director, Programs & Conferences

Dear Ms.Hayes,

This is in response to your letter dated April 15, 2008, the CBSA International Events and Conventions Services Program (IECSP) has officially recognized your event and granted permission to import goods for this event:

**2008 AAPT Summer Meeting**  
(pre-conferences starting July 12, 2008)  
**July 19 -23, 2008**  
University of Alberta  
Edmonton, Alberta

You have advised that you are expecting 45 - 50 exhibitors who will be importing the following goods into Canada: educational materials, display equipment, and science related goods. It has been noted that you expect approximately 1200 delegates, 15% of whom will be Canadian and 85% will be U.S. or other. This event is **open** to the public for a limited time on Tuesday, July 22, 2008 only.

Goods for this event may be temporarily imported under the provisions of tariff item no. 9993.00.00.00 so long as **the goods will be exported** at the end of the event. Canada Border Services Agency may require documentation on a Temporary Admission Permit, form E29B, or on an A.T.A. Carnet. *Goods for sale or consumption in Canada, which will remain in Canada, are subject to regular customs duties and taxes.* . Goods imported temporarily cannot be imported for lease, sale or further manufacturing or processing. At the time of importation, the importer must specify the use to which the goods will be put while in Canada. The goods must be exported within a reasonable time after the conclusion of the event.

Move-in will take place on July 20, 2008 and move-out will be July 22, 2008. You have appointed Livingston Event Logistics as your "Official Customs Broker" for this event. The contact person for this event is Don Skelton and his contact information is: Phone: (403) 291-5332 Ext. 5249, Fax: (403) 291-5305 and email: dskelton@livingstonintl.com.

Canada

Your request for *“Border to Show”* is authorized. This allows importers/exhibitors using the services of the assigned event broker the option to move their goods directly to the event site where the broker and/or Customs will be on-site to collect the importation documents. Those exhibitors not using the broker’s service must make arrangements to self-clear the goods through the Customs importation process.

Permanent residents or citizens of the United States do not need a passport or visa to enter Canada, however they must carry proof of their citizenship. **Persons seeking admission to Canada other than citizens and permanent residents of the United States will be required to be in possession of a valid passport. Citizens of certain countries may require a visitor visa in order to enter Canada.** For information on these and other Immigration issues, you may wish to contact Immigration officials at the nearest Canadian Embassy, High Commission or Consulate. For an explanation of those requirements, contact Canada Border Services Agency - Immigration at <http://www.cic.gc.ca/english/visit/index.html> or, in Canada, at 1-888-242-2100. In addition to those requirements, exhibitors or participants who are not Canadian should also carry a copy of this letter to facilitate their entry into Canada.

**To facilitate customs procedures at the time of entry into Canada,** we suggest a copy of this letter be given to each person who is importing goods for this occasion and that they be in possession of an *itemized list* of articles stating description, quantity and value for presentation to the Canada Border Services Agency officials. A copy of this letter should also accompany each shipment of goods to the event.

A copy of this letter has been forwarded to the various applicable Canada Border Services Agency offices for their advance notification. Please do not hesitate to contact this office if you have any questions or require further assistance or you may wish to consult the Canada Border Services agency web site at [www.cbsa.gc.ca](http://www.cbsa.gc.ca).

Sincerely,

***Brenda Lawson***

Brenda Lawson  
Regional Conventions Coordinator  
International Events & Conventions Services Programs  
Prairie Region (Alberta)  
Canada Border Services Agency

Phone: (403) 29243139  
Fax: (403) 292-4200  
[Brenda.lawson@cbsa.asfc.gc.ca](mailto:Brenda.lawson@cbsa.asfc.gc.ca)

cc: CBSA, Southern Alberta District  
CBSA, Port of Kingsgate  
Livingston Event Logistics