



Canada Border Services Agency
International Events and Convention Services Program
3rd Floor- 1611 Main Street
Vancouver, BC
V6A2W5

February 27, 2017

File#PAC_2017_10096

Human Resources Management Association
1101 – 1111 W. Hastings Street
Vancouver, BC V6E 2J3

Erin Roddie,

In response to your correspondence dated February 22, 2017; the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

HR Conference & Tradeshow 2017
May 1-3, 2017
Vancouver Convention Centre
Vancouver, BC

Your request for Border-to-Show privileges has been granted. The CBSA has advised its ports of entry to allow your goods to move directly to the show site (once they have been reported to CBSA at the first port of entry) where officials will perform the necessary clearance procedures.

The information provided to the CBSA states there will be approximately 1,000 attendees of which 95% are foreign to Canada. The event is closed to the general public with no sales of merchandise taking place.

This event is expecting approximately 5 foreign exhibitors who are importing pop-up displays and signage for use at the event. Non-Canadian exhibitors may import display items and exhibit booths temporarily as outlined in the provisions of tariff classification **9993.00.00.00** duty free, on the condition that the goods will be exported from Canada upon the completion of the event

CBSA requires everyone seeking admission into Canada to properly declare themselves to CBSA by providing accurate identification. CBSA will accept a valid passport as proof of citizenship. Persons who have been convicted of any criminal offences may be inadmissible to Canada. For more information please visit: <http://www.cic.gc.ca/english/information/inadmissibility/index.asp>



To ensure that organizers and participants of your event are aware of requirements for entry to Canada, the information provided to the CBSA may be shared with CIC. The CIC may, in turn contact event organizers to confirm details of your event and provide further direction regarding admission to Canada for those attending your event.

To facilitate border procedures it is recommended that foreign attendees and exhibitors be provided a copy of this letter for presentation to a CBSA Border Services Officer upon their arrival to Canada.

In conjunction with the presentation of this Recognition Letter, an itemized list of goods including a description, country of origin, quantity and value is required for presentation to CBSA. If your event materials will be imported by a commercial carrier or courier service, a copy of this letter should also be attached to any shipping documents.

Please do not hesitate to contact the undersigned if you have any questions or require additional information.

Sincerely,

Laura Pirillo

Border Services Officer, Operations Branch
Canada Border Services Agency / Government of Canada
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Agent des services frontaliers, Direction générale des opérations
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*The information you provide in this document is collected under the authority of **Section 107(9) of the Customs Act** for the purpose of the facilitation of border coordination services for organizers of international events being held in Canada. The information may be disclosed to Other Government departments and/or Agencies (e.g. Citizenship and Immigration Canada) for the purposes of providing assistance with admissibility requirements.*