

This reference manual is designed to assist you in successfully using your ATA Carnet to temporarily import goods into over 78 countries worldwide.

Rules and regulations vary from country to country and are subject to change. The information on the Canadian Chamber of Commerce’s Carnet website and this manual should be viewed as a general guide only.

Carnet holders are advised to communicate directly with the appropriate customs authorities prior to temporarily importing goods with a Carnet.

If you have any questions, please contact the Canadian Chamber of Commerce.
613.238.4000 | Toll-free: 1.800.661.2930
importexportservices@chamber.ca | Chamber.ca/carnet

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SECTION 1: ALL ABOUT CARNETS

WHAT IS A CARNET?

A Carnet, commonly described as a passport for goods, is an internationally recognized customs document for the temporary importation of goods into foreign countries.

Carnets have to be stamped at each entry and exit point of the countries visited, customs officials retain a record of each import transaction, and later reconcile it with its matching re-exportation record.

In Canada, Carnets can only be obtained from the Canadian Chamber of Commerce.

BENEFITS

Carnets are accepted in over 78 countries

Carnets are valid for up to one year.

The same Carnet can be used for multiple trips.

Carnets are issued and guaranteed by national associations worldwide

Carnets replace most customs paperwork, resulting in a simplified process.

Carnets cover virtually all goods (*with a few exceptions*).

Carnets allow customs arrangements to be made prior to departure from Canada at a predetermined cost, in English or French, and in Canadian currency.

Carnets facilitate the re-entry of your goods into Canada.

Some goods such as controlled or dangerous goods still require import or export permits.

WHAT CAN YOU CARRY ON A CARNET?

- 1 - Commercial samples (CS)
- 2 - Professional equipment (PE)
- 3 - Goods for presentation or use at trade fairs, shows, exhibitions or similar events (EF)

Consumable or disposable items, as well as goods shipped for repair and/or processing to the Carnet program.

WHAT COUNTRIES ACCEPT CARNETS?

Carnets are accepted in over 78 countries worldwide. For a complete list and for country-specific advisories please go to www.e-ata.ca. We encourage you to check the advisories every time you travel with an ATA Carnet.

- Present the Carnet for validation of the white importation counterfoil and voucher by foreign customs. Customs will detach and retain the voucher for its records.
 - Check to confirm that customs has accurately listed your item numbers on the corresponding white importation counterfoil and that it is dated and stamped by customs.
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- On the white re-exportation voucher, strike out any items you are not taking on this trip from the list attached to the voucher. do this on the list typed on the voucher or photocopy attached. amend the General List on the back of the green front cover.
 - Complete sections A-F of the voucher, then date and sign below the shaded box.
 - Present the Carnet for validation of the white re-exportation counterfoil and voucher by foreign customs. Customs will detach and retain the voucher for its records to reconcile with the corresponding importation voucher.
 - Check to confirm that foreign customs has accurately listed your item numbers on the white re-exportation counterfoil, and that it is dated and stamped by customs. Item numbers should match those on the corresponding voucher. You account for all items that entered the foreign country.

– If customs indicated a ‘Final Date for Re-

Transit sheets are the blue counterfoils and vouchers used when you are passing through one country to access another.

Instead of validating the transit counterfoil and voucher, some foreign customs will validate a white importation counterfoil and voucher upon entry. If this occurs, be sure to have foreign customs validate the white re-exportation counterfoil and voucher upon departure. The United States often handles transit shipments in this manner.

Not all items must be taken on every trip. You are permitted to remove items from individual trips by crossing them off the list on the reverse of the vouchers (NOT the green cover or green sheets attached), as long as you ensure this is accurately documented on the corresponding counterfoils by customs authorities. To avoid confusion, it is best to separate items with a comma, and use a dash only when referring to a range of items (example: 1-4 refers to items 1 – 4, while 1, 4 refers to items 1 and 4.)

– Customs authorities must always indicate the item numbers with which you are travelling. Reference to the 'attached list' is not acceptable.

SECTION 4: AVOIDING CLAIMS

A claim is filed when foreign customs has reason to believe that your goods were not re-exported within the one-year validity of the Carnet, or before the date assigned upon importation.

Foreign customs file claims with the Canadian Chamber by requesting that proof of re-exportation be provided. If no valid proof is available, the claimed duties/taxes/penalties must be paid.

Customs has one year following the Carnet's expiry to file a claim. Careful usage of the Carnet should prevent claims from arising.

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advisories are up-to-date and comprehensive, you should also contact the relevant customs authorities for current and accurate information prior to travelling with a Carnet.

Upon departure of a foreign country, be sure customs properly validates the white re-exportation counterfoil and voucher. This provides proof that the goods have exited the foreign country.

Remember, when travelling in the E.U., the 'Final Date for Re-exportation' means from the European Union, not simply from the country of importation.

Be especially vigilant when travelling within the European Union. Ensure customs validates the white re-exportation counterfoil and voucher when yTj -0.002 TcB2 (j EMCpaoemt4.20dTc -0.003

This is important documentation that you must submit to the Canadian Chamber. Providing a copy of the invoice is sufficient as it only shows that the goods were sold, not that the duties and taxes were paid.

Choosing this option could delay the release of your security for up to 30 months from the Carnet's date of issue. Customs could also demand that you pay a penalty in

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ACTION TO TAKE IF YOUR CARNET IS LOST OR STOLEN IN CANADA

If your Carnet is lost or stolen in Canada, it is not possible to obtain a duplicate Carnet. You will need to complete the B3-3 Canada Border Services Agency (CBSA) form.

Request approval (in writing, if possible) from foreign customs to have the goods transferred onto a new Carnet.

If your request is declined, proceed to re-export the goods prior to the Carnet's expiry, or date assigned upon entry at point No. 2 on the importation counterfoil. Failing to do so may result in financial consequences for your organization.

If your request is approved, go to Step 2.

In the U.K. and some other European countries, permission must be granted from the port of entry of the country of importation. In most countries, permission is to be granted by the country where the goods are located.

Return the old Carnet to the Canadian Chamber office where it was issued. Request that the goods be transferred to a new Carnet. Attach written approval (if available) from foreign customs.

The Canadian Chamber will send both your old and new Carnets to Canadian customs for the official transfer and validation of

901 – 55 University Ave.
Toronto, ON M5J 2H7