

## **Official JASNA AGM 2022 Hotels – Contact Information**

### **Fairmont Empress**

721 Government Street  
Victoria, BC V8W 1W5  
250-384-8111

### **Doubletree by Hilton**

777 Douglas St.  
Victoria BC V8W 2B5  
250-388-5111

### **Victoria Marriott Inner Harbour**

728 Humboldt St.  
Victoria BC V8W 3Z5  
250-480-3800

## **Conference Location**

### **Victoria Conference Centre**

720 Douglas St.  
Victoria BC V8W 3M7  
250-361-1000



Canada Border Services Agency  
International Events and Convention Services Program  
412-1611 Main Street  
Vancouver, BC V6A 2W5

May 12, 2022

File #: **PAC\_2022\_12683**  
Border to Show Off-Site Granted

Jane Austen Society of North America  
305 W. 98th St., 7FN  
New York NY 10025  
USA

Dear Linda Slothouber,

In response to your correspondence dated April 6, 2022; the Canada Border Services Agency (CBSA) International Events and Convention Services Program (IECSP) officially recognizes the following events:

**Jane Austen Society of North America Annual General Meeting**

September 28 - October 2, 2022

Victoria Conference Centre & Fairmont Empress Hotel

Victoria, British Columbia

The information provided to the CBSA states there will be approximately 750 attendees, of which 90% are foreign to Canada. The event is closed to the general public with sales of merchandise taking place.

We are pleased to inform you that the **Border to Show off-site service**, as outlined in the CBSA Departmental memorandum D8-1-2, ([www.cbsa-asfc.gc.ca/publications/dm-md/d8/d8-1-2-eng.pdf](http://www.cbsa-asfc.gc.ca/publications/dm-md/d8/d8-1-2-eng.pdf)) has been granted for this event.

As outlined in your correspondence, this event is expecting approximately seven foreign exhibitors who are importing pop-up displays and signage for use at the event as well as Jane Austen related books, magazines, stationery, decorative items, costume jewelry, costumes, calendars and similar items for display and sale.

It should be noted that 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.

Goods imported for sale are not eligible under tariff No. 9993.00.00.00. These goods must be accounted for at time of release on a [Form B3](#), *Canada Customs Coding Form*. Commercial release processing is fully explained in Customs Memorandum [D17-1-5](#).

It has been determined that this event qualifies under the provisions of the *Foreign Organization Remission Order* as outlined in tariff classification **9830.00.00.00**. Conference materials (i.e. office paraphernalia, souvenirs, printed matter, pens, decorations, etc.) may enter Canada free of duty and taxes, provided the items will be exported upon the completion of the event.

Goods imported as “giveaways” must be accounted for at time of release on a [Form B3](#), *Canada Customs Coding Form* with all applicable duties and/or taxes collected at the time of importation.

Under certain circumstances, the CBSA will require a security deposit on goods temporarily imported to Canada. These goods are normally documented on the Temporary Admission Permit (Form E29B).

At the time of exportation, goods granted temporary admission on a Form E29B or A.T.A. Carnet must be presented along with importer’s/owner’s copies of the appropriate documentation to CBSA for verification and certification. This presentation may occur at a CBSA office inland or at the port of export, depending on the circumstances involved and is necessary for you to receive a refund of any securities posted. Please note that the refund is not immediate.



The IECSP has been informed that Davidson & Sons Customs Brokers Ltd. has been designated as the official customs broker for this event. If you have any questions regarding importing meeting materials into Canada or if you wish to inquire as to the brokerage services provided, please contact Remy Perrot at 604-505-5717 or [remy@davidsonandsons.com](mailto:remy@davidsonandsons.com)

The Government of Canada requires that all travellers carry a valid passport as it is the only reliable and universally-accepted identification document for the purpose of international travel.

Persons who have been convicted of any criminal offences may be inadmissible to Canada. For more information please visit [www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/inadmissibility.html](http://www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/inadmissibility.html)

If you have attendees from visa-requiring countries ([www.cic.gc.ca/english/visit/visas.asp](http://www.cic.gc.ca/english/visit/visas.asp)), please contact the Special Events Unit of Immigration, Refugees and Citizenship Canada (IRCC) at [special.events@cic.gc.ca](mailto:special.events@cic.gc.ca) with the specifics of your event. They will assess the visa requirements of your event.

Foreign nationals may engage in exhibiting, selling or displaying goods without a work permit provided they are not selling to the general public. Direct sales to the general public require a work permit. For more information please visit: [www.canada.ca/en/immigration-refugees-citizenship/services/work-canada.html](http://www.canada.ca/en/immigration-refugees-citizenship/services/work-canada.html)

Visa exempt foreign nationals, excluding U.S. citizens, now require an Electronic Travel Authorization (eTA) to fly to or transit through Canada. For more information please visit: [www.cic.gc.ca/english/visit/eta-start.asp](http://www.cic.gc.ca/english/visit/eta-start.asp).

Are you flying into Canada? Would like to potentially cut your processing time in half? The CanBorder- eDeclaration app for your smart phone is quick, simple and secure, operates in airplane mode (once downloaded) and allows you to create a declaration for up to five travelers with the same place of residence. For more information please visit: [www.cbsa.gc.ca/new-neuf/app-eng.html](http://www.cbsa.gc.ca/new-neuf/app-eng.html).

To facilitate border procedures it is recommended that all participants 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,

Lily Brar  
Regional Coordinator / International Events and Convention Services Program  
Canada Border Services Agency / Government of Canada  
[lily.brar@cbsa-asfc.gc.ca](mailto:lily.brar@cbsa-asfc.gc.ca)

Coordonnateur régional / Programme des services aux événements internationaux et aux congrès  
Agence des services frontaliers du Canada / Gouvernement du Canada  
[lily.brar@cbsa-asfc.gc.ca](mailto:lily.brar@cbsa-asfc.gc.ca)

cc: Remy Perrot, Davidson & Sons Customs Brokers Ltd.

*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. Immigration, Refugees and Citizenship Canada) for the purposes of providing assistance with admissibility requirements.*

*Individuals have the right of access to, the protection and correction of their personal information under the **Privacy Act – Section 12**. The information collected is described under the **International Events Personal Information Bank CBSA PPU 040** which is detailed at [www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-airprp/infosource-eng.html](http://www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-airprp/infosource-eng.html)*