



Canada Border Services Agency  
Agence des services frontaliers du Canada

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

November 17<sup>th</sup>, 2014

File#PAC\_2015\_07016

Canadian Ophthalmological Society  
610-1525 Carling Street  
Ottawa, Ontario  
K1Z8R9

Gertrud Jeewanjee,

In response to your correspondence dated October 22<sup>nd</sup>, 2014 the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

2015 COS Annual Meeting and Exhibition  
June 18<sup>th</sup>-21<sup>st</sup>, 2015  
Victoria Conference Centre  
Victoria, BC

The information provided to the CBSA states there will be approximately 1300 attendees to which 15 % are foreign to Canada and that the event is closed to the general public with no sales of merchandise on the exhibit floor.

As outlined in your correspondence, this event is expecting approximately 15 foreign exhibitors, who are importing display booths, equipment banners, promotional literature, newsletters, product samples, and printed advertising materials 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>

If you have attendees from visa-requiring countries (<http://www.cic.gc.ca/english/visit/visas.asp>), please contact the Special Events Unit of Citizenship and Immigration Canada (CIC) 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.

To facilitate border procedures it is recommended that exhibitors and attendees 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,

*Kathryn Kazun*

Regional Coordinator, International Events and Convention Services Program (IECSP)  
Canada Border Services Agency  
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Email: [Kathryn.Kazun@cbsa.gc.ca](mailto:Kathryn.Kazun@cbsa.gc.ca)  
Government of Canada

*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.*

*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-airp/infosource-eng.html](http://www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-airp/infosource-eng.html)*