

Process and Documentation When Moving to Canada



Overview

When moving to Canada, the customer must clear their shipment with customs. The customer is required to present themselves in person to the Canada Border Services Agency (CBSA). Due to COVID and self-quarantine rules, Canada has made some exceptions to allow a representative to clear the shipment on behalf of a customer. Customers must ensure that their appointed representative has the required documentation for the meeting with customs. If customs does not accept the signed Power of Attorney letter, the customer must contact the CBSA and explain the situation. CBSA must contact the office where the friend or family member is trying to clear the goods and talk to the officer.

Vaccination Status

Canada's requirements for entry depend on status of a COVID-19 vaccination. If you are vaccinated, there are additional requirements for entry such as a negative test within 72 hours of entry and arrival notification through the ArriveCAN app that includes submission of vaccine status. If you are unvaccinated, it is your responsibility to follow Canada's prerequisites for entry.

The link below outlines the requirements based on entry status.

<https://travel.gc.ca/travel-covid/travel-restrictions/exemptions>

Customs Process

When the shipment crosses the border, it is held In Bond before it is cleared through the Canada Border Services Agency (CBSA). This allows for the inland movement of goods that have not yet obtained a customs release. The customer will be directed to the inland office holding the In Bond shipment to clear customs. A duty on the value of your furnishings may also be assessed.

When meeting with customs, the customer must answer questions regarding the shipment and the reason for import. The following documentation will be needed:

- Photo identification for representative (passport is ideal).
- Copies of required personal immigration documents (proof of residency abroad if returning Canadian citizen or Canadian work permit if foreign citizen), including a copy of customer's passport and all accompanying passports for family members.
- BSF form attached along with guidance form.
 - The BSF form (or B4) is completed prior to the customer's personal entry into Canada and presented to customs at first point of entry along with a copy of the mover's inventory showing goods to follow. CBSA will stamp the BSF form and return it to the customer. This stamped copy must be brought to the customs clearance appointment.
- Cargo control document provided by driver or local office once goods enter Canada prior to customs clearance.
- Inventories provided by driver or local office once goods enter Canada prior to customs clearance.
- Customer must be named on the Bill of Lading and A&A form.
- If applicable, the Power of Attorney authorizing delegated representative to accept the shipment on customer's behalf.

Customer Signature: _____

Date: _____

Registration Number: _____

Customer Acknowledgements

When Moving to Canada



This acknowledgement confirms that I (_____) am in the process of shipping my used personal household goods into Canada from the United States.

If the self-quarantine requirements apply, I (_____) authorize _____ to serve as my representative and accept the goods at my residence from the driver.

If the driver is directed to a warehouse with my household goods, I (_____) understand that additional charges will apply for storage, warehouse handling and delivery to my residence.

Given that I am moving cross-border, I (_____) acknowledge that there may be unanticipated delays due to customs or COVID restrictions out of the company's control.

The customer also understands that policies and procedures could change at any time for entry into Canada.

Customer Signature: _____

Date: _____

Registration Number: _____

Power of Attorney Letter



Date:

Dear Canada Border Services Agency:

This letter authorizes _____ to serve as my representative to handle all aspects with regards to the clearance of my shipment of household goods into Canada. My representative is permitted to take action on my behalf if I am unable to clear my shipment in-person.

This letter confirms that I have brought my personal household goods into Canada from the United States. All items in the shipment are used household goods and personal effects intended for the sole benefit of me and my family.

I further consent for _____ to function as my representative and accept my household goods on my behalf at my new residence.

Please feel free to contact me directly if you have any questions or require any further information.

Sincerely,