



THE CANADIAN CHAMBER OF COMMERCE
LA CHAMBRE DE COMMERCE DU CANADA

YOU'VE ASKED. WE'VE LISTENED!
DON'T MISS THIS OPPORTUNITY



**CARNET & DOCUMENT CERTIFICATION
INFORMATION SESSIONS**

2009 SCHEDULE



ATA CARNET & DOCUMENT CERTIFICATION INFORMATION SESSIONS

From year to year, the use of carnets has increased significantly as a result of customs officials of the many participating countries insisting on it for the *temporary* importation of goods into their country.

*Why wait till you're 'trapped' at the border
to learn about ATA carnets?*

Delays can be costly. Your inability to access your goods in a foreign country can result in the loss of lucrative contracts, not to mention the frustration and stress of finding a solution to your problem on an urgent basis, often times where language barriers can compound the problem.

Who should participate?

These information sessions are intended for:

- the **novice business traveler** with little to no experience crossing the border with goods intended for show to potential buyers, or with their professional equipment;
- the more **experienced traveler** who has encountered difficulties in using a Carnet in the past and could benefit from finding ways to avoid pitfalls and reduce his, or his company's, financial liability;
- **customs brokers** handling carnets on behalf of their clients and/or training clients in their use;
- **administrative assistants** and anyone responsible for coordinating requests for carnets within an organization; and
- **export managers, marketing and sales representatives.**

Not only are these half day sessions an opportunity to learn how to effectively use an ATA carnet, they will also provide attendees with a chance to network with other exporters – *the people who actually cross borders* and can share strategies on how to do it with limited stress!

As an added bonus, attendees will benefit from the expertise of a customs broker, and will be briefed on a new system for the electronic certification of documents, such as Certificates of Origin.



PRELIMINARY AGENDA

- 8:00 a.m. Registration
 Continental Breakfast
- 8:30 a.m. Welcome/Introductions
- 8:40 a.m. The Carnet System
- Background/Administrative Framework
 - Program's Benefits for Exporters
 - Countries Who Accept ATA Carnets
 - o Country Advisories
 - Application/Security Requirements
 - o Carnet Bond Program
 - Proper Completion of the General List
 - The Process at Entry/Exit Points
 - Travel within the European Union
 - Replacement Carnets (Lost/Stolen)
 - Transfer of Goods (Extending Stay in Foreign Country)

PRELIMINARY AGENDA (CONT'D)

- 10:00 a.m. Cargo Management
- Packaging (hand carried or shipped goods)
 - Shipping/Logistics of the Cargo
 - B-3/E-15 (CBSA forms – lost Carnet)
 - Commercial Invoices
- 10:30 a.m. Break
- 10:45 a.m. The Carnet System (Cont'd)
- Avoiding pitfalls (the **do's** and **don'ts**)
(Examples will be shown to more clearly demonstrate potential problem areas. Ways to alleviate these will be discussed.)
- 11:15 a.m. Electronic Certification of Documents
- 11:45 a.m. Q & A
- 12:00 p.m. Adjournment

REGISTRATION FORM

(Please forward to Carole Bertrand via e-mail at cbertrand@chamber.ca or via fax at 613-238-7643. For questions, you may call 613-238-4000.)

Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ Prov.: _____ Postal Code: _____

Type of Business: _____

Tel: _____ Fax: _____

E-Mail: _____

Registration Fee (Plus 5% GST & 7.5% QST (Quebec Only))

GST #106844285/QST #1006090296

- Early Bird Discount (before date specified) \$ 89.00/person + taxes
 Regular Rate \$120.00/person + taxes

Payment Options

- By credit card MasterCard Visa

Card Number: _____ Expiry Date: _____

Card Holder Name: _____

Signature: _____

Fax completed form to C. Bertrand at 613-238-7643

- By cheque

Send your registration form and cheque payable to
'The Canadian Chamber of Commerce – Carnet Services'
420-360 Albert Street, OTTAWA, Ontario K1R 7X7

Full payment must be received to reserve your seat.

No cancellation refund will be issued. Substitutions are permitted at any time.

Any personal information provided on this form will be used by the Canadian Chamber of Commerce, as set out in our Privacy Policy, to conduct the transaction indicated on this form. Please consult our Privacy Policy, available on-line at www.chamber.ca or contact our privacy officer at privacy@chamber.ca or 613-238-4000 x229.

REGISTRATION (CONT'D)

NAME OF PARTICIPANT:

Which session do you wish to participate in?

Date/Time	Early Bird Deadline	City
<input type="checkbox"/> Apr. 01/09	Mar. 18 th	Dorval *
<input type="checkbox"/> Apr. 02/09	Mar. 19 th	Montreal
<input type="checkbox"/> Apr. 03/09	Mar. 20 th	Quebec City *
<input type="checkbox"/> Apr. 21/09	Apr. 07 th	Ottawa
<input type="checkbox"/> Jun. 23/09	Jun. 09 th	Winnipeg
<input type="checkbox"/> Jun. 24/09	Jun. 10 th	Edmonton
<input type="checkbox"/> Jun. 26/09	Jun. 12 th	Calgary
<input type="checkbox"/> Jun. 29/09	Jun. 15 th	Vancouver
<input type="checkbox"/> Sep. 16/09	Sep. 2 nd	Halifax
<input type="checkbox"/> Sep. 29/09	Sep. 15 th	Toronto

* French session

***To avoid disappointment, register early.
Sessions with limited participation will be cancelled.***

Session location to be confirmed upon registration.

EVENT SPONSORS

Two of the industry's largest surety specialists, **Aon Reed Stenhouse Inc.** and **Trisura Guarantee Insurance Company** partner to offer surety bonds to ATA carnet clients.



Aon Corporation is the leading global provider of management services, insurance, reinsurance brokerage, employee benefits and consulting.

<http://extranet.aon.ca/atacarnet>

Tel: 416-868-5500



TRISURA

Trisura Guarantee Insurance Company is a major Canadian property & casualty insurance company. Trisura specializes in servicing the bond requirements for large corporations, as well as small to mid-size companies.

<http://www.trisura.com>

Tel: 416-214-2555