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EXPORT DECLARATION FORM

Exporters must complete an export declaration known as a Form B13 for all shipments leaving Canada (except to the US) if their value exceeds CDN \$2 000. This form provides input into the federal government's System of National Accounts, particularly the Balance of Payments and Gross Domestic Product, and is used in the formulation of trade and budgetary policies.

The exporting company is ultimately responsible for the preparation and submission of the export declaration to customs. However, in most cases, agents, brokers or carriers prepare and submit the B13 on behalf of the exporter.

Goods that require an export declaration include:

- Commercial shipments valued at CDN \$2,000 or more;
- Controlled, regulated or prohibited goods, i.e. products exported under a permit or certificate, regardless of their value;
- Goods in transit through the US;
- Goods exported from a bonded warehouse;
- Goods repaired in Canada when the repairs or additions to the goods are valued at CDN \$2,000 or more; and
- Gifts, donations and company transfers valued at CDN \$2,000 or more.
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PACKING LIST

When more than one package is being shipped, a packing list is necessary unless the commercial invoice is detailed enough to provide this information. The list will include the number of packages and a detailed list of the contents of each package. The packing list should include net, gross and legal weight of each package, as well as of the total shipment. It should also include the volume or measurement of each package and of the total shipment. All of these measurements should be in metric units. At least four, and up to seven copies may be needed, depending on the mode of transportation.