

Documentation

It is important to ensure that all import and export documents are completed. The following may be required:

1. Bill of Lading
2. Commercial Invoice
3. Packing Slip
4. Export Declaration (B13)
5. Inspection Certificate (Agriculture Canada)
6. Canada/U.S. Free trade Certificate of Origin

Obtaining a U.S. Customs Ruling

The U.S. Customs District binding ruling program is designed to improve the uniformity of tariff classification. It permits the issuance of binding classification ruling decisions under chapters 1 to 97 of the Harmonized Tariff Schedule (HTS) from District Directors within 30 days of the ruling request. The classification rulings are then binding as of the date of the ruling letter and are to be accepted at all ports of entry unless revoked by the Office of Regulations and Rulings.

To obtain such a ruling, the request must be in writing and must concern prospective customs transactions, that is transactions which are not already pending before a Customs office by reason of arrival, entry, or otherwise. Questions arising in connection with on-going customs transactions, whether they are current or completed, may not be the subject of ruling requests.

The requirements for submitting a ruling request under the relevant U.S. Customs Regulations (Part 177) are as follows:

1. Ruling requests must be in writing, must be filed in triplicate and must contain a complete statement of all the relevant facts relating to the transaction. These include:
 - 1.1 the names, addresses, and other identifying information of all interested parties (if known);

the name of the manufacturer (if known);

- 1.2 The name(s) of the port(s) at which the merchandise will be entered (if known);

- 1.3 a description of the transaction, for example prospective importation of (merchandise) from (country);

- 1.4 a statement that there are, to the importer's knowledge, no issues on the commodity pending before the U.S. Customs Service or any U.S. court;

- 1.5 a statement as to whether classification advice had previously been sought from a U.S. Customs officer; and if so, from whom, and the advice rendered, if any.

2. Ruling requests must contain sufficient information to determine the proper tariff classification, such as:

- 2.1 a detailed and complete description of the article;

- 2.2 the article's principal use in the United States;

- 2.3 the commercial, common or technical designation;

- 2.4 the relative quantity by weight of each component for articles composed of two or more materials;

- 2.5 samples, individually packed for mailing, or illustrative literature;

- 2.6 chemical analysis, flow charts, CAS numbers;

- 2.7 any special invoicing requirements (if known);