

Importing Business Sourcing Guide

Revised: June 2004



Canada / British Columbia Business Services Society

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Website: <http://www.smallbusinessbc.ca>

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Importing

Regulatory / Legal

Basics for Getting Started

There are some basic regulatory requirements that are likely to affect you when starting your business. Requirements include registering your business name, obtaining a business license and paying taxes.

For more information on basic regulatory requirements, visit the *Canada/BC Business Service Society's* web site at:
<http://www.smallbusinessbc.ca/workshop/basics.php>

Acts and Regulations

The following is meant solely to help you understand the main features of primary regulations governing this activity, and is not meant in any way to provide a legal interpretation.

Business Number (BN)

All Canadian individuals or businesses importing or exporting on a commercial basis must get a BN in order to account for their goods. Foreign-based or non-resident importers must also get a BN.

Import Permits

Under the Export and Import Permits Act, some goods and some destinations of goods require that an importer first receive a Federal import permit from the *Department of Foreign Affairs and International Trade* (DFAIT). Export and Import Controls Bureau under DFAIT is responsible for assisting importers to determine if import permits are required. They also publish brochures and Notices to Importers that are freely available on request.

Importing goods which are on the Import Control List to Canada for commercial or personal purposes is controlled by a series of quotas and import licenses.

A permit may be issued when a proper application is received and presented to DFAIT. The permit issued is required by the *Canada Customs and Revenue Agency* at the time of importation. Importers may also have to follow other rules such as those administered by the *Canada Customs and Revenue Agency*.

(a) How to obtain an import permit

You can obtain an "Import Permit Application" from the Export and Import Controls Bureau. You can also obtain a permit from any of the custom brokers who are on line with

Basics for Getting Started

For 'how to import' information:
Importsource:
<http://importsource.ca>

Canada Border Services Agency's site:
<http://www.cbsa-asfc.gc.ca/import/menu-e.html>
and
http://www.cbsa-asfc.gc.ca/formspubs/topics/imp_comm_goods-e.html

Guide to Importing Commercial Goods
http://www.cbsa-asfc.gc.ca/E/pub/cp/rc4041/REA_DME.html

Acts and Regulations

Business Number (BN)

Canada Revenue Agency
Toll-free: 1-800-959-5525
<http://www.ccradrc.gc.ca/tax/business/topics/bn/menu-e.html>

Import Permits

Export and Import Control Bureau, DFAIT
Ottawa, ON
<http://www.dfait-maeci.gc.ca/eicb/general/general-en.asp>

▪ Textiles/Clothing
Tel: (613) 996-3711
Fax: (613) 995-5137

▪ Agriculture/Food
Tel: (613) 995-8104
Fax: (613) 996-0612

▪ Raw Steel
Tel: (613) 995-8358
Fax: (613) 996-0612

▪ Vehicles
<http://www.cbsa-asfc.gc.ca/E/pub/cp/rc4140/>

DFAIT's computer system and have the authority to issue import permits on their behalf.

(b) Permit fees

- a fee of \$15 to \$31 according to the total value of the goods of the permit for each import permit issued at the Export and Import Controls Bureau
- a fee of \$10 to \$26 according to the total value of the goods of the permit will be levied for each import permit delivered at customs brokers installations.

(c) Processing Time

Routine import permit applications are processed within 24 hours of receipt. If your import permit application lacks the necessary supporting documentation or if quota limitations have been exceeded, you will be notified within two weeks of receipt.

Tariff Treatment - Origin - Imported Goods

The Canadian Customs Tariff includes 11 separate tariff treatments. Goods imported into Canada may be subject to one of these 11 separate tariff treatments. These treatments have been established as the result of trade agreements (such as NAFTA) negotiated with Canada's trading partners. Some treatments have been established unilaterally for various reasons, such as granting preferential duty treatment to developing countries.

Goods imported from the few countries that are not members of the General Agreement on Tariffs and Trade (GATT), or from countries with which Canada has no other trade agreements, are subject to a 35 percent duty under the General Tariff. Goods imported into Canada from all other countries are subject to the Most Favoured Nation Tariff.

Rules of origin are used to see if goods qualify for a particular tariff treatment. For goods to be said to originate in a country, a minimum value usually has to be added to those goods in that country.

Imported goods have to be classified correctly to see if they are covered under the tariff schemes. To apply the rule of origin for preferential NAFTA treatment, *the Canada Customs and Revenue Agency* must also approve the tariff classification of the materials used in the production of the imported goods.

To get the benefits of a particular tariff treatment, imported goods must also meet certification and direct shipment conditions.

Application for Import Permits

Printable forms (PDF format only) are available at:

<http://www.dfait-maeci.gc.ca/eicb/forms/formlist-en.asp>

Customs/Tariff Information

Client Service, Canada Customs and Revenue Agency

Toll-free: 1-800-461-9999

Records for Imported Goods

This regulation applies to importers of commercial or casual goods, holders of sufferance and bonded warehouse licenses, duty free shop licenses and duties relief certificates.

The Customs Act governs the administration and enforcement of custom laws. The Act specifies the reporting requirements for import and export. Under the Customs Act, every person who imports goods for sale or for any industrial, occupational, commercial, institutional, or any other use shall keep records for those goods at the place of business for a specified amount of time designated by the Minister.

Free Trade Agreements

North American Free Trade Agreement (NAFTA)

NAFTA came into force on January 1, 1994. By 2003, the agreement will eliminate tariffs among Canada, Mexico and the United States on nearly all qualifying goods. Under NAFTA, a tariff-reduction schedule was worked out for trade with the U.S. and Mexico whereby tariffs would be reduced over a five-year and ten-year period respectively from the implementation date. Most of Mexico's non-tariff barriers, such as import licenses will also be eliminated during this period.

The key provisions of NAFTA are: Elimination of Tariffs, National Treatment, Secure Market Access, Dispute Settlement, Government Procurement, Business Travel, and Intellectual Property. A number of documents explaining the agreement are available from DFAIT. *The Canada Customs and Revenue Agency* will provide answers to specific tax and customs-related questions.

Canada-Chile Free Trade Agreement (CCFTA)

Legislation to implement the Canada-Chile Free Trade Agreement entered into force on 5 July 1997.

The trade agreement's key features are as follows: Immediate duty-free access for 85 percent of Canadian exports and the elimination of Chile's 11 percent import duty on almost all remaining industrial and resource-based goods over 5 years; Much better access for a range of agricultural goods; Double Taxation Agreement was signed in November 1999 and comes into effect 1 January 2000; Creation of a dispute resolution commission; Side agreements on environment and labour; The mutual elimination of anti-dumping duties within a maximum of six years

Records for Imported Goods

Canada Border Services Agency

Telephone: 1-800-461-9999

<http://www.cbsa-asfc.gc.ca/E/pub/cr/ca-19/README.html>

Free Trade Agreements

North American Free Trade Agreement (NAFTA)

<http://www.dfait-maeci.gc.ca/nafta-alena/menu-en.asp>

Canada-Chile Free Trade Agreement (CCFTA)

<http://www.dfait-maeci.gc.ca/tna-nac/bilateral-en.asp>

Canada - Israel Free Trade Agreement (CIFTA)

The Canada - Israel Free Trade Agreement (CIFTA) was adopted on 30 December 1996, and came into force on 1 January 1997.

The following are the main elements of the Agreement: Tariffs have been removed from the vast majority of industrial products of Canadian or Israeli origin beginning January 1 1997; Duty-free access or low duties have been applied to a variety of agricultural and fisheries products exported by both countries; Creation of a dispute resolution commission.

Trade Agreements Information

For general information on free trade agreements, visit DFAIT's web site.

Inspection

To ensure that prohibited and controlled goods are not illegally imported into, or exported out of, the country, some government departments prohibit certain goods from entering or leaving Canada. Certain other goods are controlled, meaning that permits, certificates, labelling or authorizations from a federal department are needed before the goods can be released by *the Canada Customs and Revenue Agency*, which holds them until the importer or exporter meets all the requirements. Here are main items for which inspection requires. For more information, you may contact the Customs office.

Food

Canadian Food Inspection Agency (CFIA) delivers inspection and related services for importers contribute to a safe and wholesome food supply and facilitate trade in food, animals, plants and their products.

Drugs

The Food and Drugs Act and Regulations sets requirements for the production and sale of food and drug products. The Act governs the manufacturing, producing, marketing, labelling, importing and exporting of foods and drugs. The Act contains provisions for inspection and enforcement, and contravention of the Act can result in fines and imprisonment.

Canada-Israel Free Trade Agreement (CIFTA)

<http://www.dfait-maeci.gc.ca/tna-nac/cifta-en.asp>

Trade Agreements Information

<http://www.dfait-maeci.gc.ca/tna-nac/>

Inspection

For more information on Customs Memorandums, check:

<http://www.cbsa-asfc.gc.ca/menu/D-e.html>

Food Import Service Centre

Canadian Food Inspection Agency (CFIA)

Tel: 1-888-732-6222

Fax: (604) 270-9247

<http://www.inspection.gc.ca/>

Drugs

Health Canada

#14, Holland Cross, 1620 Scott Street, Ottawa, ON, K1A 0L2

Tel: (613) 941-0827

Fax: (613) 941-0825

http://www.hc-sc.gc.ca/food-aliment/e_index.html

Explosive Goods

CANMET's Explosive Regulatory Division is responsible for administering Canada's Explosives Act and Regulations. This is done through a system of licenses and permits supported by a compliance inspection program. The Division's principal thrust is public and worker safety throughout Canada.

Hazardous Wastes

The Canadian Environmental Protection Act (CEPA) establishes the procedures for applying for, and receiving permission to, export, import or transit hazardous waste, whether destined for disposal or recycling. Any person who intends to export out of Canada or import into Canada or transit through Canada hazardous wastes, whether destined for disposal or recycling.

Packaging and Labelling

The Consumer Packaging and Labelling Act is applicable to any person who is a retailer, manufacturer, processor or producer of a product, or a person who is engaged in the business of importing, packing or selling any product.

Under the Consumer Packaging and Labelling Act, *the Competition Bureau* administers the packaging and labelling of non-food products at all levels of trade. This Act also contains a prohibition against labels on prepackaged products containing any false or misleading information.

With a few exceptions, all packaged products sold to the public are required to carry the following information on the label: Basic information under The Act; Common or generic name of product in English and French; Net contents by weight, volume, count or measure in metric unit (type size of declaration in direct relation to size of package); and Name and address of a responsible party - manufacturer, packager or retailer.

See the following website for the Guide to the Consumer Packaging and Labelling Act and Regulations:

<http://strategis.ic.gc.ca/epic/internet/incb-bc.nsf/vwGeneratedInterE/cp01144e.html>

Labelling Assessment Tools

These online products are intended to assist you in meeting the labelling requirements of federal legislation. The worksheets and graphic illustrations provided will not address all situations.

Explosive Goods

Natural Resources
27 Mount Proctor Avenue
Ferne, BC, V0B 1M0
Tel: (250) 423-7541
Fax: (250) 423-7379

101-605 Robson Street
Vancouver, BC, V6B 5J3
Tel: (604) 666-0366
Fax: (604) 666-0399
<http://www.nrcan.gc.ca/mms/explosif/>

Hazardous Wastes

Environment Canada
351 St. Joseph Boulevard
Hull, Québec, K1A 0H3
Tel: (819) 953-1390
Fax: (819) 997-3068
http://www.ec.gc.ca/tmb/eng/notice_e.html

Packaging and Labelling

Information Centre, Competition Bureau, Industry Canada

50 Victoria Street, 22th Floor
Hull, Québec, K1A 0C9
Toll-free: 1-800-348-5358
Tel: (819) 997-4282
Fax: (819) 997-0324
<http://competition.ic.gc.ca>

Labelling Assessment Tools

<http://cb-bc.gc.ca/epic/internet/incb-bc.nsf/vwGeneratedInterE/cp01035e.html>

Clothing and Textile – CA Number

A CA Number is a five-digit identification number preceded by the letters “CA”. Under the Regulations, most consumer textile articles offered for sale in Canada, including clothing, carpets, upholstered furniture coverings, bedding, fabrics sold by the meter and other household textiles must bear a label with information on fibre content and dealer identity. Fibre content information must be provided in English and French.

The Competition Bureau maintains a database of all CA identification numbers with a corresponding business name and address. The public may access information from this database by contacting *the Competition Bureau’s Information Centre*, or by visiting the Bureau’s Web site.

Food - See **Inspection** section above.

Non-Food

Under the Consumer Packaging and Labelling Act, non-food products at all levels of trade should meet the following three mandatory labelling requirements: (1) product identity; (2) product net quantity; (3) dealer’s name and principal place of business. This information must be included in both official languages except the dealer’s name and address which can appear in either language.

<http://www.cbcs.org/bc/search/display.cfm?Code=1283&collection=All>

Standards Council of Canada

The Standards Council of Canada is a federal Crown corporation which promotes efficient and effective voluntary standardization in Canada. Through its publications and Internet site the SCC provides information about standards in Canada and around the world. It is also the enquiry point for Canada for the North American Free Trade Agreement (NAFTA) and World Trade Organization (WTO).

CSA International

CSA International is an independent, Canadian-based, not-for-profit organization that focuses on improving public safety and helping manufacturers become more competitive in global markets. Services are provided through three operating divisions: Standards Development, Certification & Testing, and Quality Management.

The Association has over 1500 publications in the electrical/electronic, communications, quality management systems, environmental, construction, and health and safety fields. Standards are available in book form, diskette, or on the new CD-ROM CSA Standards Browser.

Clothing and Textile – CA number

Canadian CA Number Database

<http://strategis.ic.gc.ca/SSG/cp01120e.html>

Non-Food

See Information Centre,
Competition Bureau (above)

Standards Council of Canada

Suite 200, 270 Albert Street

Ottawa, ON, K1P 6N7

Tel: (613) 238-3222

Fax: (613) 569-7808

<http://www.scc.ca>

CSA International

13799 Commerce Parkway,

Richmond, BC,

Canada, V6V 2N9

Tel: (604) 273-4581

Fax: (604) 244-6600

<http://www.csa-international.org>

Funding / Financing

Financing Your Business

Small business financing can involve several types of financing. Examples are short-term debt, long-term debt and equity financing.

For a more information on types of financing, visit the Canada/BC Business Services Society's web site at:
<http://www.smallbusinessbc.ca/financing>

Sources of Financing

Community Futures Development Corporations (CFDC)

Community Futures Development Corporations provide rural businesses with loans to assist expansion, or to help entrepreneurs create new businesses. Loan amounts are up to \$125,000.

Canada Small Business Financing Program (CSBF)

The Canada Small Business Financing Program was created to help small businesses reach their potential by making it easier for them to get term business improvement loans to finance the purchase or improvement of fixed assets, for new or expanded operations. Administered under the Canada Small Business Financing Act (CSBFA), the program is a joint initiative between the Government of Canada and private-sector lenders.

Business Development Bank of Canada (BDC)

The Business Development Bank of Canada (BDC) is Canada's small business bank. BDC plays a leadership role in delivering timely and relevant financial and management services, with a particular focus on the emerging and exporting sectors of the economy. BDC is dedicated to helping create and develop Canadian small and medium-sized businesses.

Overview of Government Financial Programs

The Overview is the Canada/BC Business Services Society's publication that lists government assistance programs and services for small business. Both federal and provincial government programs are listed.

Not meant to be comprehensive list of all business assistance programs, the Overview is a collection of the more popular programs that are more readily available to the small business owner.

Sources of Financing

To find the nearest Community Futures Development office in BC, check:

http://www.communityfutures.ca/search_cf_bc.html

or call

Canada/BC Business Services Society

Toll-free: 1-800-667-2272

Canada Small Business Financing Program

For further information on the CSBFA, contact the Lender of your choice or view the Web Site at:

<http://strategis.ic.gc.ca/csbfa>

Business Development Bank of Canada

Toll Free: 1-888-INFO BDC

for a local branch check:

<http://www.bdc.ca>

Overview of Government Financial Programs

<http://www.smallbusinessbc.ca/financing/>

Financing Search

To search for all financing programs in the Business Service Centre database:

<http://www.smallbusinessbc.ca/financing>

(enter a keyword in the search bar or leave blank)

How-To / Educational

All publications listed in this document are available for reference in the *C/BC BSC* Trade and Markets Library. The *C/BC BSC* Library database is searchable on the net at: <http://www.smallbusinessbc.ca/search/library.php>

How-To Publications

Cross Border Movement of Business People and the NAFTA

It contains general information on criteria and procedures for cross-border movement under the NAFTA as well as related immigration requirements with the view of making them more transparent. These guidelines pertain to Canadian business persons entering the United States and Mexico, and U.S. and Mexican business persons entering Canada.

Basics of Import/Export

A comprehensive introductory textbook on import and export, customs and international trade. Topics discussed include: import/export terminology, transportation, preparation of product for foreign market, methods of payment, customs legislation and procedures, documentation and international business blunders.

Building an Import/Export Business

This book is published to help readers decide whether to start small-scale import and/or export businesses and then to show them how to get started and avoid the pitfalls. It covers all the bases, from start-up considerations and operational procedures to marketing techniques and trade agreements.

Import Canada : A Step by Step Guide on How to Start an Import Business

This book gives an overview of what importing is all about, answers basic questions that must be considered in setting up and import business and provides an overview of some of the most important rules and regulations.

How-to Publication

Cross Border Movement of Business People and the NAFTA

<http://www.dfait-maeci.gc.ca/nafta-alena/cross-e.asp>

Basics of Import/Export

Publisher: Harcourt Brace & Company Canada Ltd.
ISBN: 0-03-922939-4

Building an Import/Export Business

Publisher: John Wiley and Sons
ISBN: 0-471-17787-3

Import Canada : A Step by Step Guide on How to Start an Import Business

Publisher: Canadian Association of Importers and Exporters Inc.
ISBN: 0-921814-00-3

Import / Export – A guide to Growth, Profits, and Market Share

This book is a guide for the small and medium-sized companies that are relatively new to the international trade arena and a step-by-step directive to simplify procedures. Provides shipping and customs hints, sample letters-of-credit, trade data (statistics and sources), forms for pricing determination, and government, shipping and customs forms.

Import/Export Business

Each Entrepreneur Business Start-up Guide is divided into the following subsections: Market / Location, Facility Equipment, Personnel, Legal Requirements, Record Keeping & Taxes, Financial Management, Advertising / Promotion, Operations, Start-up, Appendix (Business Resources, Sources of Supply, Glossary, & Index).

Importing/Export – How to get started in international trade

This is a guide book for those interested in international trade, including information on starting an import/export business, trading with the US, Europe, and Asia.

Introduction to Import Marketing

A guide book introduces the theories and concepts involved in importing with specific emphasis on the planning and strategic problems confronting the importer. Also it includes a guide to completing the standard Canada Customs B3 entry form, explanation of Letters of Credit and a suggested layout for your International Business Plan.

Start Your Own Import/Export Business

This book explains different approaches to the import/export business - from working as a consultant for other countries wanting to sell their product to selling to a wholesale here or abroad. It also covers all the necessary elements for getting started: production selection, start-up costs, legal and tax considerations, financial and customs regulations.

Kiss, Bow, or Shake Hands: How to do Business in 60 Countries

A guide to doing business in sixty countries. It has country-specific chapters that discuss cultural practices, protocol, and business practices.

Import/ Export – A Guide to Growth, Profits, and Market Share

Publisher: Prince Hall
ISBN: 0-13-451865-9

Import/Export Business

Publisher: Entrepreneur Magazine Group

Import/Export – How to get started in international trade

Publisher: McGraw-Hill
ISBN: 0-07-046276-3

Kiss, Bow, or Shake Hands...

Publisher: Adams Media Corporation
ISBN: 1-55850-444-3

Contracts

A Short Course in International Contracts - Drafting the International Sales Contract

Contracts provide the formal written understanding between parties to a transaction. This book covers the need for contracts in international transactions, trade terms, basic contract provisions, analysis of contract provisions, and recommendations for clearer language. Ten sample contracts and a legal glossary are also provided. Designed for both the non-attorney and attorney.

A Short Course in International Payments - Letters of Credit, Documentary Collections and Cyberpayments in International Transactions

This book is designed to help both buyers and sellers learn about international payment options. The relative merits of the four most common types of payments are explained, and the two most common options -- documentary collections and documentary letters of credit -- are featured. This book also contains chapters on cyberpayments, Incoterms 1990, a comprehensive glossary, and a section devoted to documents used in international transactions.

Incoterms 2000

Used the world over to specify the obligations for delivering goods in international contracts, Incoterms 2000 have been revised to bring them up-to-date with changes in international trade such as transportation techniques and electronic data interchange (EDI).

The ICC Model Distributorship Contract - Sole Importer - Distributor

Distributorship contracts are a frequently used means of organizing the distribution of goods in a foreign country. The ICC model form provides a set of uniform contractual rules, which incorporate the prevailing practices in international trade. These rules are carefully targeted to apply only to international agreements where distributors act as buyer-resellers and as importers who organize distribution in the country they are responsible for. The new model form is flexible enough to allow the parties to have their contract governed by specific national laws if they so choose. It also provides a series of alternatives for the parties to select on issues which do not have a single solution. This publication will be an invaluable aid to business people involved in international trade and to the lawyers assisting them in drafting and negotiating contracts.

A Short Course in International Contracts

Publisher: World Trade Press
ISBN: 1-885073-55-0

A Short Course in International Payments

Publisher: World Trade Press
ISBN: 1-885073-50-X

Incoterms 2000

Publisher: ICC Publishing S.A.
ISBN: 92-842-1199-9

The ICC Model Distributorship Contract - Sole Importer - Distributor

Publisher: ICC Publishing S.A.
ISBN: 92-842-1153-0

Training Courses

Canada Customs and Revenue Agency Small Business Seminars

Revenue Canada offers small business seminars to inform new or prospective businesses about “need to know” information on their rights and obligations under the customs, excise, GST, and income tax legislation, and about the services and help available to them.

FITTskills International Trade Training Program

The Forum for International Trade Training (FITT) is Canada’s national not-for-profit professional trade training organization. FITT offers a hands-on, comprehensive, eight-part training program focused on the practical skills and tools needed to compete internationally. Successful completion leads to a Diploma in International Trade and a C.I.T.P designation.

Contacts / Directories

Business Associations and Other Contacts

Canadian Association of Importers and Exporters Inc.

The Canadian Importers Association (CIA) is a private, non-profit organization dedicated to providing members with information, consultative services, and representation to government. The Association is the recognized voice of the importing community in Canada.

The Association is Canada’s key source of information on Canadian trade policy and provides Canadian importers, both large and small, with critical information, effective representation to government and timely advice.

Canadian Association of Regulated Importers

Established in 1986, as a non-profit organization, Canadian Association of Regulated Importers serves for import permit holders mainly of poultry, cheese, and beef items.

Training Courses

Canada Customs and Revenue Agency Small Business Seminars

Tel: (604) 669-8367
Toll-free: 1-800-663-1511

FITTskills International Trade Training Program

British Columbia Institute for the Study of International Trade (BCISIT)
Suite 422, 555 Seymour Street
Vancouver, BC, V6B 3H6
Tel: (604) 412-7686
Fax: (604) 687-2488
<http://www.bcisit.bcit.ca>

Business Associations

Canadian Association of Importers and Exporters Inc.

Suite 1618, 438 University Avenue, Toronto, Ontario M5G 2K8
Tel: (416) 595-5333
Fax: (416) 595-8226
E-mail: info@caie.ca
<http://www.caie.ca>

Canadian Association of Regulated Importers

Suite 203, 2525 St. Laurent Blvd., Ottawa, ON, K1H 8P5
Tel: (613) 738-1729
Fax: (613) 733-9501

*Contacts / Directories continued****Association of International Automobile Manufacturers of Canada***

The Association of International Automobile Manufacturers of Canada (AIAMC) represents member interests to federal, provincial, and territorial governments. Association members are engaged in the manufacturing, importation, distribution, and servicing of light duty vehicles.

Registrar of Imported Vehicles

Transport Canada has contracted Livingston International to establish and operate the national program of vehicle inspection, certification and registration, known as the Registrar of Imported Vehicles.

In order to ensure vehicles manufactured in the United States meet Canadian standards, there are several steps to follow. The website listed provides a simple summary of what you must do.

Canadian Society of Custom Brokers

The Canadian Society of Custom Brokers (CSCB) provides advocacy, issue management services, and technical/business information. The Society offers educational products, including the Qualification Course that prepares students to write the Canada Customs and Revenue Agency's qualification examination.

Customs Brokers

Only customs brokers licensed by the Canada Customs and Revenue Agency may, on a commercial basis, account for goods and pay duties and taxes on behalf of an importer, under section 32 of the Customs Act.

Check your local yellow pages for a full listing of custom brokers in your area.

Freight Forwarders

A freight forwarder's basic function is to get cargo from Point A to Point B at the right time and in one piece. A freight forwarder is a carrier and / or an agent that 'arranges' the movement of goods for the customer. They can save the exporter time and money.

Check your local yellow pages for a full listing of freight forwarders in your area.

Websites***importsource***

ImportSource.ca is your gateway to a comprehensive range of resources designed to help both new and experienced importers with every stage of the import process.

Association of International Automobile Manufacturers of Canada

Suite 1618, 438 University Avenue, Toronto, ON, M5G 2K8
Tel: (416) 595-8251
Fax: (416) 595-2864

Registrar of Imported Vehicles

405 The West Mall
Toronto, ON, M9C 5K7
Tel: 1-888-848-8240
<http://www.riv.ca>

Canadian Society of Custom Brokers

Suite 320, 55 Murray St.
Ottawa, ON, K1N 5M3
Tel: (613) 562-3543
Fax: (613) 562-3548
E-mail: cscb@cscb.ca
<http://www.cscb.ca>

Customs Brokers and Freight Forwarders

Check the Yellow Pages under "customs brokers" or "freight forwarders" at:

<http://superpages.ca>

Websites

Importsource
<http://www.importsource.ca>

Contacts / Directories continued

Directories

Canadian Importers Database

Industry Canada's Strategis web site presents a list of companies importing goods into Canada. Searchable by product and by city for products imported into Canada. Data is collected by Canada Customs and Revenue Agency (Revenue Canada).

The International Directory of Importers

One of a 9 volume series, this book covers a specific geographical region. Features extensive classified listings of worldwide importing firms, as well as company section containing detailed information on each importer. Useful for export sales promotional activity, searching for prospective distributors and agents, compilation of mailing lists, locating imports of a particular product, verification of company data etc. The directory contains general country information, an alphabetical listing of companies and an index of products or commodities.

Canadian Association of Importers and Exporters Directory

Organizations listed alphabetically in this directory represent the total membership of the Canadian Importers Association Inc. as of May 2002. The association's membership is comprised of international trade related firms including manufacturers that import components for further processing, retail chains, traditional importer/distributors that resell to manufacturers, processors and retailers as well as organizations and companies that provide services to the Canadian importing community.

Trade Directories of the World

Guide to more than 3,000 trade, industrial, and professional directories in 1000 categories in 175 countries. This directory facilitates exporters in their search for new markets and additional sales. Importers will be able to locate new and better sources of supplies anywhere in the world. Market researchers can find needed data fast. Free updated amendments 10 times each year.

Dictionary of International Trade

Dictionary of 4,071 international trade, economic, banking, legal and shipping terms. Includes: acronyms & abbreviations, Incoterms 1990, maps of the world, international dialing guide, currencies, weights & measures, publications, organizations, and other information sources.

Directories

Canadian Importers Database

http://strategis.ic.gc.ca/sc_mrkti/cid/engdoc/index.html

or select Trade and Investment on the strategis' home page
→ Canadian Importers Database

The International Directory of Importers

Publisher: Interdata
ISSN: 1050-5520
<http://www.export-leads.com>

Canadian Association of Importers and Exporters Directory

Publisher: Naylor Communications Ltd.

Trade Directories of the World

Publisher: Croner Publications
ISBN: 0-87514-003-3
<http://www.croner.com>

Dictionary of International Trade

Publisher: World Trade Press
ISBN: 0-9631864-8-5

*Contacts / Directories continued**How to Conquer the World*

A directory of more than 8,000 international business resources on the Internet. From export manuals to automatic translators and online shipment trackers to virtual consultants, the directory spotlights more than 8,000 of the best export information and tools online. Global in scope, the index covers 230 countries and territories, and profiles the leading trade applications and services on the web in each of the 50 American states and 10 Canadian provinces. The publication also provides more than 200 Internet tips for global business people, and reviews the leading web-trade tools in 20 functional areas including training, sales, purchasing, banking, accounting, law, customs brokerage, and shipping.

Other Business Directory sites on the net

- Global yellowpages contains yellowpages-links to 154 countries: <http://yellowpages.com>
- Euro-pages contains 500,000 companies selected in 30 European countries: <http://www.europages.com>
- Thomas Register of American Manufacturers: <http://www.thomasregister.com>
- Hong Kong Enterprise <http://www.hkenterprise.com/>
- Kompass (manufacturers) <http://www.kompass.com>
- Embassy listings for Canada: <http://www.embassyworld.com/embassy/canada.htm>
- International Chamber of Commerce directory at: <http://www.iccwbo.org>
- International trade show directory at: <http://www.tsn.com>

How to Conquer the World

Publisher: Government Institutes

ISBN: 0-86587-642-8

Market Data / Statistics

Sources of Market Data

Business Information by Sector

Industry Canada's Strategis web site provides comprehensive information for Canadian market by industry sector.

Globus & National Trade Databank - STAT-USA

GLOBUS (Global Business Opportunities) offers daily trade leads from the Trade Opportunities Program (TOPS), as well as the US Department of Agriculture. GLOBUS also offers daily procurement activity from the US Defense Logistics Agency, the United Nations, and the Commerce Business Daily.

Historical trade leads are available for up to three months.

Historical TOPS leads are provided for up to two years.

The NTDB (National Trade Data Bank) provides access to Country Commercial Guides, Market Research reports, Best Market reports. The NTDB also provides U.S. import and export statistics, as well as over 75 other various reports and programs.

This web site is accessible by subscribers only. Accessible at the *Canada/BC Business Services Society*.

Statistics

Trade Data Online

Trade Data Online is a product designed to facilitate access to Canadian and U.S. trade statistics by commodity (HS code), industry (SIC code) and geographical location. The data is obtained from Statistics Canada and the U.S. Department of Commerce.

Average Household Expenditures

What does the average household spend in a year? Other family expenditures include, among others, Food, Shelter, Household Operation, Clothing, Transportation, and Education.

BC Stats: Neighbour Income and Demographics

How many males earn over \$100,000 in your neighbourhood? These tables are sorted by Forward Sortation Area (FSA). The FSA represents a geographic that corresponds to the first three characters of a postal code.

Sources of Market Data

Business Information by Sector
http://strategis.ic.gc.ca/sc_indps/engdoc/homepage.html

Globus & National Trade Databank - STAT-USA
<http://www.stat-usa.gov>

Statistics

Trade Data Online
<http://strategis.ic.gc.ca/tdo>

Average Household Expenditures
<http://www.statcan.ca/english/Pgdb/famili.htm#exp>

BC Stats: Neighbour Income and Demographics
<http://www.bcstats.gov.bc.ca/data/dd/income.htm>

Other Canadian statistics sites

Statistics Canada at:
<http://www.statscan.ca>

BC Statistics at:
<http://www.bcstats.gov.bc.ca>