

The Five-Step Export Process

There are five basic stages of the process to obtain export privileges. Details on each stage are available from the Region of origin of the timber.

See Regional Addresses at

<http://www.for.gov.bc.ca/HET/Export/index.htm>

1. Application for Exemption

The first requirement in applying for an exemption, regardless of the type of product, is the submission of the prescribed form FS418, (*Application for Exemption to Export Unmanufactured Timber Products*), available in Shana format, at:

www.for.gov.bc.ca/isb/forms/lib/stubs/fs418info.htm

(Full instructions to using Shana Forms are available at this site)

This form must be completed in all the appropriate sections and be submitted to the region from which the timber was harvested.

Documents to be included with this application will depend upon the type of product being applied for, as will the processing of the application but generally include a summary of scale for harvested timber.

This information is the basis for advertising booms for surplus on the biweekly list.

2. Exemption

Once the application has been processed successfully and **if** approval is recommended, an exemption may be issued. There are two types of exemptions:

- for Harvested surplus timber - a *Ministerial Order*, not exceeding 15,000.0 m³, signed by a regional executive director; and
- an *Order in Council* for Standing timber or harvested volumes over 15, 000 m³, signed by the Lieutenant Governor.

These exemptions will specify the term, volume, fees and any conditions or restrictions under which export may proceed.

3. Application for Export Permit

Once the exemption is approved and the timber is scaled and ready for export, an FS 38 (*Application for Permit to Export Unmanufactured Timber*) must be submitted to the Regional Office. This form is available at:

www.for.gov.bc.ca/isb/forms/lib/stubs/fs38info.htm

This document specifies details of shipping, including the purchaser, the transport method, the destination country, port of export and the particulars of the timber itself.

Supporting scale documents (unless previously submitted) and export sales invoices are mandatory. A fee in lieu of manufacture, (unless exported to another province within Canada) must be paid prior to the issuance of a permit. Any outstanding accounts in relation to the specified timber may also be collected at the discretion of the Regional Collections Officer.

4. Export Permit

Upon the satisfaction of the Regional Manager that all obligations have been met for the timber under application and all dues paid to the Crown (including stumpage) an FS 34 (*Permit to Export Unmanufactured Timber*) will then be issued from the Regional Office, completing the Provincial export permit requirements.

This completes the process to export Crown timber from British Columbia.

5. Federal Export Permit

If the timber is then leaving Canada, an export permit from the Federal Government must also be obtained.

Details are provided at:

www.dfait-maeci.gc.ca/trade/eicb/EXCOL/excol-en.asp