

Customs Compliance

Exova Customs Brokers

Movements into Canada:

Exova Canada Inc.

Account Number	376518	PARS Phone	1-866-LIV-PARS
Client Service Team Number	49269 - Airport Road	PARS Fax	1-866-LIV-INTL
Shipment Tracker	www.PARStracker.com	PARS email	cdnimports@livingstonintl.com

Client Service Team

Service Coordinator

Your Service Coordinator can answer day-to-day questions you may have about your customs documentation, invoicing, duty information and more.

Stephanie Boyoh
1-855-225-5544 ext. 4313
clientservicecanada@livingstonintl.com

Client Service Manager

The Client Service Manager's mandate is to understand your ever-changing business requirements and then act as a liaison between you and the entry release team to successfully implement changes and improvements to process and technology.

Tina Brady
905 676 3700 ext 4304
tbrady@livingstonintl.com

Canadian Operations Team

Customs Specialist

The Customs Specialist is responsible for the accuracy and integrity of your product database including maintenance of your suppliers, product keywords, trade agreements and tariff classification. As required, the Customs Specialist will also liaise with customs, other government departments and your carriers.

1-800-226-1875
@livingstonintl.com

Manager, Service Delivery

The Manager, Service Delivery oversees a small team of people who make up your dedicated client service team. Your team is responsible for the release of your imports, regardless of the port of entry, and for the timely classification, audit, processing and billing of your customs entries.

Roberto Arruda
1-800-226-1875
rarruda@livingstonintl.com

Canadian Operations Team E-mail

CST49269@livingstonintl.com

Client Financial Services

Representative, Client Financial Services

Your Client Financial Service representative will work with your accounts payable department to ensure that your account is kept up-to-date and assist you through any payment issues.

CFS Montreal
1-(800)-361-3097
cfsmontreal@livingstonintl.com

Movements into USA :

Account number	575918	PAPS phone	866-548-7277
Entry release team number	A - Buffalo	PAPS fax	877-548-7277
PAPS Tracker	www.livingstontracker.com	PAPS email	USImports@livingstonintl.com

Client Service Team

Service Coordinator

Your dedicated 'daily' contact within your Client Service Team who is responsible for ensuring your overall satisfaction relating to all U.S. Customs brokerage services.

Koresa Seiler
kseiler@livingstonintl.com
1 (855) 225-5548 x 66330

Entry Release Team

Customs Specialist (CS)

The import analyst is responsible for the accuracy and integrity of your product database including maintenance of your suppliers, product keywords and tariff classification. As required, the import analyst will also liaise with Customs, Other Government Departments and your carriers.

Cheryl Walsh
Phone: 716.696.5650 x 66319
Email: Cwalsh@livingstonintl.com

Marianne Tuttle
Phone: 716.696.5650 x 66334
Email: Mtuttle@livingstonintl.com

Assistant Manager, Service Delivery

The assistant manager acts as the primary support for the client service team to ensure accuracy and integrity of the client records/system defaults are maintained and compliant.

Scott Filinger
sfilinger@livingstonintl.com
(716) 696-5650 x 73241

Manager, Service Delivery (MSD)

The manager, service delivery oversees a small team of people who make up your dedicated client service team. Your team is responsible for the release of your imports, regardless of the port of entry, and for the timely classification, audit, processing and billing of your customs entries.

Tom Doeseckle
tdoeseckle@livingstonintl.com
(716) 696-5650 x 66362

Distribution list for Team IA and MSD IAA@Livingstonintl.com

Movements into Mexico:

Integra Despachos Aduanales, S.C.
Nuevo Laredo - Colombia
Aldama 1918, Col. Juárez
Nuevo Laredo, Tamps. CP 88209
Tel. 867-719-1200
Fax. 867-714-6289
Contact person: Alejandro Acosta Samano
e-mail: aacosta@integrada.com.mx

Customs Compliance & Import Delays (all cross border movements):

Accurate supplier paperwork will promote timely customs clearance, both are essential to on-time delivery of x-border movements. All shipments must include the following documentation.

1. Bill of Lading
2. Commercial Invoice – quantities and prices must match those on the packing list and purchase order. Prices on the commercial invoice must match those on the Bodycote purchase order. Quantities shipped must equal those listed on the paperwork. Seller shall include with the packing slip, for each line item on the purchase order, a commercial invoice, when required, which clearly states the country of origin of the device, as well as the description, value, quantity, manufacturer's name and terms of the sale (ie FOB Destination, Delivery Duty Paid,etc).
3. Packing list - quantities must match those on the commercial invoice. Every packing slip must indicate the country of origin for the goods listed.
4. Certificates of Origin for the material - A Certificate of Origin must be submitted to Exova Procurement Group for every part number shipped to Exova. If the seller regularly provides goods to Exova one Certificate of Origin may be provided for these parts on an annual basis. These certificates do not relieve the Seller of responsibility to provide country of origin information on every packing slip and / or commercial invoice when required.

NAFTA – exporting/importing into Canada see - <http://www.dfait-maeci.gc.ca/nafta-alena/tech-rect-en.asp> The official Canadian government website.

The EIPA provides that the Governor-in-Council may establish lists known as: the Import Control List (ICL), the Export Control List (ECL), and the Area Control List (ACL). The Act sets out the purposes for including goods or countries on these lists. The ICL generally comprises a list of goods, some of which are only controlled for certain countries of origin; all goods contained in this list require an import permit. The ECL is a list of goods only; all goods contained on this list also require an export permit. The ACL is a list of countries for which export permits are required to export any and all goods.

Canada /Mexico – importing/exporting <http://www.dfait-maeci.gc.ca/eicb/menu-en.asp> the official site within the Government of Canada website.

Controlled Goods

Import Controls:

- Textiles and Clothing
- Agricultural Products
- Steel Products
- Weapons and Munitions

Export Controls:

- Agricultural products: Refined Sugar, Sugar-containing Products and Peanut Butter
- Textiles and Clothing
- Military, Strategic Dual-use Goods
- Nuclear Energy Materials and Technology
- Missile, Chemical or Biological Goods of Non-proliferation Concern
- Softwood Lumber, Unprocessed Logs and Certain Other Forest Products
- Miscellaneous Goods including Goods of U.S.-origin, Roe Herring and Certain Items with Medical Value
- All Goods Destined for Countries on the Area Control List: Belarus and Democratic People's Republic of Korea.

USA – Importing/ Exporting see website <http://www.cbp.gov/> ... the official US Customs and Border Patrol Government site.

C-TPAT – is a program of voluntary participation for US companies to partner with CBP (Customs Border Protection) to define how the company's inbound supply chain works. Critical suppliers are strongly encouraged to become C-TPAT compliant.

PIP – is the Canadian version of C-TPAT.

Costs that need to be considered when exporting/importing into the USA:

Export packing; inland freight; automated export system (AES) filing fee; insurance; fuel fees; security fees; automated manifest fee; duty; export forwarding fee; value added tax; document handling fee; storage fees, and hazardous material surcharge.

FDA – the official FDA website will keep you apprised of what is permitted to move, what requires a permit. <http://www.fda.gov/>

If you have any questions, please contact: Nancy McDonald @ 905-822-4111 x288