



Compliance Verification & Client Services
Prairie Region, Calgary
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Calgary, AB T1Y 6X2

Lunar and Planetary Institute
3600 Bay Area Blvd.
Houston, TX 77058-1113 USA

C7642-1 (EJB)
C0246776
5 September 2003

Attention: Ms Kimberly Taylor
Meeting Coordinator

Dear Ms Taylor,

I have reviewed the information provided in the letter dated 21 April 2003 regarding **The Third International Conference on Mars Polar Science and Exploration,** which is being held 13 – 17 October 2003 at the Fairmont Chateau Lake Louise in Lake Louise, AB. I am pleased to welcome your event to Canada on behalf of the Canada Customs and Revenue Agency!

The goods being imported into Canada for use in the conduct of a conference by a foreign organization qualify for duty-free importation under the provision of tariff item No. 9830.00.00 and full GST relief under the Foreign Organizations Remissions Order, 1983, Special Authority Code 84-867. To ensure the goods being imported temporarily will subsequently be exported from Canada, Customs may require documentation on a Temporary Admission Permit, form E29B, or on an A.T.A. Carnet.

I understand that only a few of the attendees are Canadian. Attendees who are not residents of Canada should carry a copy of this letter to facilitate their entry into Canada. Also, it is **imperative** that visitors to Canada contact the Canadian consulate, embassy or mission in their home countries prior to coming to Canada to get preliminary information on visa requirements and valid travel documents. For an explanation of those requirements, contact Citizenship and Immigration Canada at 1-604-666-2171 or at <http://www.cic.gc.ca/english/visit/index.html>

For the information of the participants who are not residents of Canada, a rebate of the Goods and Services Tax (GST) paid on certain goods and services may be available to them. Enclosed for your review, is a booklet *Tax Refund for Visitors to Canada* that outlines the rebate provisions. Additional copies may be obtained from a Canadian Consulate office, at any duty-free shop in Canada, or from <http://www.cra-adrc.gc.ca/E/pub/tg/rc4031/rc4031-e.html>

To facilitate Customs procedures at the time of entry into Canada, we suggest a copy of this letter be given to each person who is importing goods for this conference and that they be in possession of an itemized list of those articles stating description, quantity and value for presentation to Canada Customs officials. A copy of this letter should also accompany each shipment of goods to the event.



Canada Customs
and Revenue Agency

Agence des douanes
et du revenu du Canada

A copy of this letter has been forwarded to the various applicable Customs offices and other government departments. I wish your conference every success! If I can be of any further assistance before or during your event, please feel free to contact me.

Sincerely,

Elly Brouwer

Elly Brouwer
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cc: CCRA District Director, North Central Alberta District
CCRA District Director, Southern Alberta District
Citizenship and Immigration Canada
Canadian Tourism Commission