



MERCHANT CUSTOMS BROKERS LIMITED
COURTIERS EN DOUANES MARCHAND LTÉE

**LE SOMMET DES LEGENDES
LE CIRCUIT MONT-TREMBLANT
JULY 08TH - 10TH 2016**

MAY 2016

CROSSING THE BORDER

DEAR PARTICIPANT,

IN ASSOCIATION WITH HMSA AND LE CIRCUIT MONT-TREMBLANT, WE ARE PLEASED TO BE BACK AGAIN THIS YEAR TO PROVIDE YOU WITH A TOTAL CUSTOMS CLEARANCE SOLUTION FOR YOUR TRIP TO MONT-TREMBLANT FOR THIS YEAR'S "LE SOMMET DES LEGENDS" EVENT.

OUR SERVICE WILL CONSIST OF REGISTERING YOUR RACE CARS AND EQUIPMENT WITH US CUSTOMS & BORDER PROTECTION, CUSTOMS CLEARANCE INTO CANADA AND CUSTOMS CLEARANCE BACK INTO THE USA AT THE CONCLUSION OF THE EVENT.

WE ARE ENCLOSING A LIST OF INFORMATION WHICH WE WILL REQUIRE IN ORDER TO PROCESS YOUR TRANSPORTERS THROUGH THE BORDER.

WE ARE ALSO ENCLOSING A TEMPLATE IN EXCEL FORMAT TO BE USED TO CAPTURE YOUR INVENTORY AS WELL AS THE ADDITIONAL COMPONENTS REQUIRED FOR US TO PREPARE A US CUSTOMS & BORDER PROTECTION E-MANIFEST.

WE WILL REQUIRE YOUR FULLY COMPLETED INVENTORIES NO LATER THAN THE CLOSE OF BUSINESS ON JUNE 21, 2015

WOULD YOU KINDLY REVIEW THE ENCLOSED INFORMATION SHEET AS SOON AS POSSIBLE AND FEEL FREE TO CONTACT US WITH ANY QUESTIONS THAT YOU MAY HAVE. THANK YOU.

**GABY TIMERMAN
VICE PRESIDENT**

**Tel (514) 636-0121 ext 219
Fax (514) 636-9093**

RACE TEAM SET UP FOR E-MANIFEST & US CUSTOMS FORMAL ENTRY

1) SCAC CODE

- EACH TEAM MUST OBTAIN A SCAC CODE FROM THE NATIONAL MOTOR FREIGHT TRANSPORT ASSOCIATION (NMFTA). THE CODE MAY BE APPLIED FOR ONLINE VIA NMFTA WEBSITE AT WWW.NMFTA.ORG .
- YOU WILL REQUIRE A CREDIT CARD TO PAY THEIR \$ 72.00 FEE FOR THIS CODE. YOU WILL RECEIVE A RENEWAL NOTICE EACH YEAR.
- YOU SHOULD RECEIVE THE CODE BY EMAIL WITHIN A COUPLE OF HOURS OF YOUR APPLICATION. WHEN YOU RECEIVE THE CODE, YOU WILL BE INSTRUCTED TO REGISTER IT WITH U.S. CUSTOMS, A FAX NUMBER/ EMAIL WILL BE PROVIDED. PLEASE INSURE THAT YOU REGISTER THIS CODE WITHOUT DELAY.
- IF YOU ATTENDED LAST YEARS RACE EVENT AND USED OUR SERVICES, YOU SHOULD ALREADY HAVE A SCAC CODE. YOU SHOULD HAVE ALREADY RECEIVED A RENEWAL NOTICE FROM NMFTA, PLEASE INSURE THAT YOU RENEW YOUR SCAC CODE SUBSCRIPTION.

2) TEAM INVENTORY LIST (SPECIMEN TEMPLATE ENCLOSED)

- EACH TEAM WILL NEED TO SEND US AN INVENTORY LIST WHICH CONTAINS THE FOLLOWING INFORMATION. A SEPARATE LIST IS REQUIRED FOR EACH TRANSPORTER. VALUE OF TRACTOR/TRAILERS ARE NOT REQUIRED.
 - A) TEAM NAME, ADDRESS, TELEPHONE/FAX NUMBERS
FEDERAL TAX I.D. NUMBER (IRS NUMBER)
 - B) SCAC CODE
 - C) TRUCK DRIVERS NAME, ADDRESS, DOB, PASSPORT AND DRIVERS LICENSE NUMBERS WITH NAME OF STATE WHERE ISSUED.
 - D) TRUCK AND TRAILER TYPE, VIN NUMBER , TAG NUMBERS AND STATE WHERE REGISTERED.

- E) DESCRIPTION, VALUES AND COUNTRY OF ORIGIN OF ALL GOODS WHICH YOU ARE BRINGING INTO CANADA FOR THE EVENT. RACE CARS AND MOTORIZED EQUIPMENT MUST INDICATE YEAR,MAKE,MODEL AND VIN OR SERIAL NUMBERS.
- F) THE DATE AND BORDER CROSSING OF WHERE YOU WILL ENTER CANADA.
- G) THE DATE OF ANTICIPATED RETURN TO USA. NOTE: YOUR TRUCKS MUST RETURN TO THE USA VIA THE CROSSING LOCATED AT CHAMPLAIN NEW YORK (INTERSTATE 87)

WHAT WE WILL PROVIDE TO EACH TEAM

UPON RECEIPT OF YOUR COMPLETED INVENTORY LIST EACH TEAM WILL BE SENT A PACKAGE CONSISTING OF

- I A POWER OF ATTORNEY FOR U.S. CUSTOMS CLEARANCE
- II A COMPLETED U.S. CUSTOMS CERTIFICATE OF REGISTRATION
- III AN E-MANIFEST CONFIRMATION NOTICE TO BE USED UPON RETURN TO THE USA.
- IV A LETTER FROM CANADA BORDER SERVICES AGENCY TO ALLOW FOR THE IMPORT OF YOUR TRUCKS INTO CANADA
- V A DETAILED INSTRUCTION SHEET ON WHAT TO DO ONCE YOU ARRIVE AT THE BORDER FOR BOTH ENTERING CANADA AND RETURNING TO THE USA.

SERVICE FEES

THE FOLLOWING FEES WILL BE CHARGED ON A PER TRUCKLOAD BASIS AND ARE PAYABLE BY EITHER A VISA CREDIT CARD OR BY COMPANY CHECK. PAYMENT MUST BE RECEIVED PRIOR TO THE RELEASE OF THE REQUIRED DOCUMENTATION.

HANDLING FEE \$ 325.00 (\$400.00 If request is received after 06/21/16)

E-MANIFEST \$ 50.00

US CUSTOMS ENTRY \$ 140.00

US CUSTOMS

SINGLE ENTRY BOND \$ 20.00

+ \$ 2.50 PER \$1,000.00 of value,

based on 10% of the value of the load.

Example; Value of load = \$ 300,000.00

\$300,000.00 @ 10% = \$30,000.00

\$30,000.00 @ \$2.50/1m = \$ 75.00 + \$20.00

= \$ 95.00

PLEASE NOTE: THE ABOVE NOTED BOND FEE IS CONDITIONAL UPON YOUR TRANSPORTERS RETURNING TO THE USA VIA THE BORDER CROSSING LOCATED IN CHAMPLAIN NEW YORK (INTERSTATE 87).

ANY TEAM WISHING TO UTILIZE A DIFFERENT BORDER CROSSING WILL REQUIRE A CONTINUOUS BOND WHICH WILL TAKE 7-10 DAYS TO OBTAIN FROM RECEIPT OF APPLICATION, COST FOR THIS TYPE OF BOND IS \$ 500.00 . FOR TEAMS OPTING TO UTILIZE ANOTHER BORDER CROSSING FOR YOUR RETURN TO THE USA, YOU MUST NOTIFY US NO LATER THAN JUNE 21,2016.