

# HOW TO

## Ship from US to Canada

### Shipment Requirements

ACI eManifest (Advanced Commercial Information) expedites the northbound customs clearance process by allowing pertinent information about shipments to be assessed by Canada Border Services Agency (CBSA) in advance of any shipment's physical arrival.

The purpose of the ACI eManifest is to:

- accommodate the number of shipments crossing borders every day
- allow for increased attention to health and safety regarding shipment of dangerous or potentially harmful goods
- facilitate more intricate screening, if required, when the shipment arrives at the border
- allow low risk shipments to pass through without additional screening

Shippers and consignees are expected to comply with the following requirements for any shipment destined for Canada:

- Proper completion of the Commercial Invoice and Bill of Lading
- Concise and clear description of commodities as per CBSA

Non-compliance with basic Bill of Lading (BOL) and Commercial Invoice requirements may impact transit times for your shipments.

### Commodity Descriptions

CBSA provides specific instructions on how commodities transported across the border must be described on the shipping documents. When describing your shipment, answer the following questions:

- What is it?
- What is it made of?
- What is its intended use?
- How many are there?

For example, "1 skid <Brand Name>" is not sufficient. As per CBSA requirements, the description should read "1 skid <Brand Name laundry detergent>". Shipments that lack

proper commodity description information may be refused entry into Canada. On a proactive basis, Day & Ross will hold a shipment to ascertain proper descriptions on the Bill of Lading before sending it to Canada. Your efforts to ensure complete commodity descriptions on your Bill of Lading and Commercial Invoice will help avoid delays.

### Commercial Invoice (CI)

The CI must provide the following information:

- Full names and addresses, including postal/ZIP codes for shipper, consignee, buyer (importer), and seller
- Detailed description of the merchandise, including the common name by which each item is known, marks, numbers or symbols
- Quantities: number of shipping packages, weights and dimensions
- Canadian broker's name and account number
- Value of each item and currency
- Country of origin
- Harmonized Tariff Schedule Code (HTS)

### Bill of Lading (BOL)

The BOL must provide the following information:

- Shipper and consignee address
- Detailed commodity description including the common name by which each item is known, marks, numbers or symbols
- Shipping quantity
- Shipment date
- Customer name and account number
- Canadian Broker's name and their account number
- Contact name
- Contact phone number
- Number of pieces and weight (lb or kg)
- Bill to information
- The HAZ MAT/TDG UN code, contact name and phone number

#### Links:

[Canada Customs Invoice](#)

[NAFTA Certificate of Origin](#)