Moving from the United States to Canada

- A Comprehensive Guide –

- Updated May 2008 –
# Table of Contents

Introduction ........................................................................................................... 4  
   Personal Entry Requirements ........................................................................ 4  
   All Nationalities .......................................................................................... 5  
Common Imported Goods .................................................................................. 5  
   Goods subject to taxes and duties ................................................................ 5  
   Goods which are restricted as to quantities which may be imported ............. 6  
   Goods which are prohibited .......................................................................... 6  
Pets and Plants .................................................................................................. 6  
Requirements for Certain Imported Articles .................................................. 6  
   Motor Vehicles ............................................................................................. 6  
   Pets ............................................................................................................... 7  
   Plants .......................................................................................................... 8  
Restricted and Prohibited Goods ...................................................................... 8  
   Alcohol ........................................................................................................ 8  
   Endangered Species ...................................................................................... 9  
   Flammable/Explosives/Poisons ...................................................................... 9  
   Firearms/Weapons/Ammunition/Devices ...................................................... 9  
   Non-Restricted Firearms .............................................................................. 10  
   Restricted Firearms ...................................................................................... 10  
   Prohibited Firearms ..................................................................................... 10  
   Prohibited Devices ....................................................................................... 10  
   Tobacco ....................................................................................................... 11  
Ensuring a Trouble Free Customs Clearance ................................................... 11  
   Pre-Move Checklist ...................................................................................... 11  
   Utility Companies ........................................................................................ 11  
   Professional Services .................................................................................... 12  
   Insurance Agencies ...................................................................................... 12  
   Organizations & Clubs .................................................................................. 12  
   Publications ................................................................................................ 12  
   Government & Public Offices ...................................................................... 12  
   Established Business Accounts ................................................................... 12  
   Miscellaneous .............................................................................................. 12  
Custom Clearance Process .............................................................................. 13  
   Shipper (Importer) ....................................................................................... 13  
   Driver & Shipper Clearance Procedures ...................................................... 13  
Bonded Storage ................................................................................................. 14  
   Alberta ........................................................................................................ 14  
   British Columbia .......................................................................................... 14  
   Manitoba ..................................................................................................... 14  
   New Brunswick ............................................................................................ 14  
   Newfoundland ............................................................................................... 14  
   Nova Scotia .................................................................................................. 14  
   Ontario ........................................................................................................ 14  
   Prince Edward Island .................................................................................... 14  
   Québec ......................................................................................................... 14
Introduction

northAmerican/Allied Van Lines has the one of largest network of Agents in the North American Continent.

Not surprising – given our name. So whether you are moving to one of Canada’s remote communities, or one of Canada’s world-class major cities, we’re here to provide a complete relocation service for you and your family.

This booklet is designed to cover the requirements of Canada Customs, Immigration, and other Government Agencies with respect to the importing of your personal possessions and you and your family’s legal entry requirements.

Additional information sources, accessible by phone or Internet, will provide answers to your particular needs, which may not be covered in this booklet. Failing answers to your specific moving requirements through those services, your northAmerican/Allied Van Lines Professional Moving Consultant is available to assist you with the information you require.

Every move is unique – but every move with northAmerican/Allied to Canada can be as easy as moving across town. Enjoy your new adventure—and know that we at northAmerican/Allied are available to meet your relocation needs anywhere throughout Canada and the United States of America.

Personal Entry Requirements

Canadian Citizens are required to provide certain documents to Canada Customs for their personal entry at the port of entry into Canada.

- Valid Passport or Birth Certificate
- Proof of residence while living in the United States. A photo driver’s license issued by the state in which you resided may or may not be accepted by Canada Customs. Your green card, if you have one, is acceptable or some other documents, which indicates the address at which you reside in the United States.
- A copy of the northAmerican/Allied Van Lines bill of lading, and the inventory list of goods prepared by the driver at the time of loading.

American Citizens and other Nationalities must provide the following documents to Canada Customs upon their arrival in Canada.

- Valid Passport or Birth Certificate
- Photo Identification
- Employer “Letter of Intent”
- “Employment Authorization”* issued by a Canada Employment Centre (CEC) often referred to as a “Work Permit”
• Copies of the driver’s inventory listing, which itemizes the goods you intend to import into Canada

*NOTE: There are parts of the Employment Authorization Form that need to be completed by your employer, as well as yourself. Ensure this application is prepared for processing and approved by the CEC in order that Immigration Canada can issue this document in plenty of time prior to your arrival in Canada.

**All Nationalities**

Upon your arrival at the Canadian port of entry (your destination airport if arriving by plane or the border crossing point, if traveling by car, bus or train) you must report to Canada Customs and declare that you are moving to Canada, and that your household goods and personal effects will follow.

When you arrive at your destination city, you will again report to Canada Customs to complete “Settlers and Entry” papers.

**Common Imported Goods**

For Household Goods Relocations, there are five common categories of goods likely to be applicable to your particular shipments:

- Duty-free
- Goods subject to taxes and duties
- Restricted goods
- Prohibited goods
- Pets & plants

**Goods which can be imported duty-free:** appliances, antiques, books, boats and the trailers that carry them, family heirlooms, furniture, furnishings, hobby tools and other hobby items, jewelry, linen, musical instruments, private collections of coins, stamps or art, private aircraft, silverware, and vacation trailers.

**NOTE:** Such articles must have been owned and used for at least one year prior to importation, otherwise duty or tax may be applicable.

**Goods subject to taxes and duties**

- Personal items that exceed $10,000 in total value may be subject to taxes and duties depending on the status of your move to Canada (i.e., permanent or temporary resident and nationality).
- Goods purchased less than one year prior to importation into Canada.
- A mobile home or trailer used as a residence and any goods you use commercially are subject to duties.
• Automobiles, boats, motorcycles, motor scooters, snowmobiles, and any other vehicle used to carry passengers, may be subject to duty depending on the date the item was acquired.

• Office equipment, such as safes and furniture used for business purposes, is subject to duty.

Canada Customs will accept your cheque, cash, MasterCard or Visa for payment of taxes and duties, which might be applicable. Payment must be made before your goods are released for delivery.

**Goods which are restricted as to quantities which may be imported**

• Such items include liquor and tobacco products.

**Goods which are prohibited**

Such items include prohibited weapons and firearms, explosives, narcotics, dangerous drugs, obscene articles and publications, toxic and poisonous substances and non-canned food items.

Canada Customs randomly inspects inbound shipments. Any prohibited items found in the shipment are subject to seizure. In the particular instance of undeclared firearms, weapons, or explosives, criminal charges could also be filed against the owner of the goods.

northAmerican/Allied Van Lines will not reimburse the cost to replace any item confiscated by Canada Customs. Also, any additional costs incurred by northAmerican/Allied Van Lines due to the inclusion of such prohibited items will be the sole responsibility of the shipper.

**Pets and Plants**

Regulations pertaining to the importation of more exotic or unusual goods or animals can be obtained by contacting the Automated Customs Information Service (ACIS).

**Requirements for Certain Imported Articles**

This section will deal with the particular requirements of Canada Customs and other Federal Ministries for the importation of motor vehicles, pets and plants.

**Motor Vehicles**

Transport Canada has similar regulations to those of the United States with respect to Safety and Emission Standards for Motor Vehicles. Most vehicles manufactured in the United States or manufactured elsewhere for sale in the United States will meet Canada’s emission control standards.

The registrar of Imported Vehicles 1-888-848-8240 or website: [www.riv.ca](http://www.riv.ca)
Be prepared to provide the year, make, model and vehicle identification number (VIN).

To pass Canadian safety standards, there are three potential areas that may need to be addressed if the vehicle was manufactured in the United States or manufactured elsewhere for sale in the United States.

1) If the vehicle is 1990 or newer, it will need to be retro-fitted to comply with the Canadian daytime running light system

2) All vehicles, which seat more than two passengers, must have an approved child car seat attachment or mounting points.

3) If your vehicle has been subject to any manufacturers “recalls”, you must provide Canada Customs with written proof from the manufacturer (NOT THE DEALER) that the work has actually been performed on your vehicle to correct the defect.

You should attend to all of these safety requirements (if they apply), before entering Canada. Should a deficiency be identified upon your arrival or at the time your goods are about to be cleared, you may be given a period of time to correct the deficiency. You will then have to return to Canada Customs, which will inspect the vehicle to verify the necessary work has been done.

For Canadian citizens returning to Canada with a vehicle you have previously owned in Canada, you must be able to show proof of ownership when making your Customs declaration.

All vehicles entering Canada must be thoroughly cleaned on the interior and exterior and free from foreign soil to prevent the spread of plant diseases, and/or infestation of insects harmful to Canada’s Agriculture and Forestry Industries.

Automobiles leaving the United States now have to be cleared for export. This means the automobile must be cleared by U.S. Immigration prior to it leaving the country. You must contact your nearest U.S. Customs Office and ask them to pre-clear your automobile for export.

All documentation then must be passed onto the driver if he has loaded your vehicle for transportation to Canada on the van as he will need to provide proof of clearance at the border before leaving the United States.

**Pets**

**Dogs and Cats**
The Canadian Food Inspection Agency (CFIA) is responsible for protecting Canada’s Agricultural and Forestry Industries from disease and pests.

For dogs and cats, the regulations are:
• Dogs and cats under 3 months old do not require documentation.

• Dogs and cats 4 months and older require a certificate signed by a veterinarian certifying that the animal has been vaccinated for rabies within three years prior to entry into Canada. This certification must specify the age, sex, coloring, distinguishing marks, and breed of dog or cat.

**Plants**

• Common houseplants intended to be grown indoors can enter Canada without certificates or permits.

• All other plants require a certificate from the United States Department of Agriculture and an import permit from the Canadian Food Inspection Agency.

• The Canadian Food Inspection Agency must be issued in advance of the arrival of such items in to Canada.

• northAmerican/Allied Van Lines does not transport plants or plant products.

• For more information, contact the Automated Customs Information Service.

**Restricted and Prohibited Goods**

This section deals with articles that northAmerican/Allied Van Lines will not accept for transportation; articles which are restricted to quantities that may be imported; and articles which are prohibited from being imported into Canada.

**Alcohol**

• You may import a maximum of 40 ounces of wine or liquor or 24 twelve-ounce cans or bottles of beer.

• Quantities in excess of these minimal amounts are subject to taxes and levies at both the Federal and Provincial levels, and the total amount assessed will vary according to your Province of destination.

• As a rule, these taxes and levies come close to the replacement cost of the item should you purchase it in Canada.

• It is therefore recommended that you do not import alcoholic beverages. Undeclared alcoholic products will be confiscated if found during random inspections.

• If you wish to import a wine collection, you will need to contact the Liquor Control Board in your Province or Territory of destination with complete details of products and quantities intended to be imported. You will then pay
the required taxes and levies in advance and receive proof of payment, which must be provided to Canada Customs before your shipment is released for delivery.

For further information, call the nearest ACIS to your Canadian destination.

**Endangered Species**

Canada is a member of the Convention of International Trade in Endangered Species of Wild Fauna and Flora (CITES).

This organization protects animals and plants from exploitation, particularly endangered species.

The following common items are currently on the list of items prohibited from entry into Canada:

- Articles made from or containing elephant ivory, such as figurines, jewelry, piano keys, bagpipe fittings
- Articles made from snake and crocodile skins, such as boots, purses, shoes, watch straps
- Articles made from coral, such as jewelry
- Articles made from cactus plants, such as rain sticks
- Certain medicines containing endangered species parts

**Flammable/Explosives/Poisons**

The following items will not be accepted for shipments:

- Propane tanks
- Combustible liquids
- Compressed gases
- Explosives
- Corrosive liquids
- Flammable paints, glues, oils, greases, etc.
- Fireworks
- Toxic or poisonous substances

**Firearms/Weapons/Ammunition/Devices**

Canada’s Federal Firearm Act and Regulations classifies firearms and prohibited articles in four categories as follows:
Non-Restricted Firearms
- Any ordinary rifle, shotgun or combination gun that is not described below as being restricted or prohibited

Restricted Firearms
- A handgun that is not a prohibited firearm
- A semi-automatic, centre-fire rifle or shotgun with a barrel length less than 470 mm that is not prohibited
- A rifle or shotgun that can fire after being reduced by any temporary means (folding, telescoping) to an overall length of less than 660mm
- Any firearm classified by the Governor in Council and prescribed under the Criminal Code as being restricted (including some long guns)

Prohibited Firearms
- A prohibited handgun, that is, with a barrel of 105mm or less, or designated or adapted to discharge a 25 or 32 caliber cartridge
- A rifle or shotgun that has been changed to make it less than 660mm in overall length
- A rifle or shotgun that has been changed to make it 660mm or more in overall length, with a barrel less than 457mm
- Automatic firearms or converted automatic firearms
- Any firearm classified by the Governor in Council and prescribed under the Criminal Code as being prohibited

Prohibited Devices
- Silencers
- Switchblade knives
- Large-capacity cartridge magazines
  - More than 10 shots for handguns
  - More than 5 shots for center-fire semi-automatic rifles, shot guns and some assault pistols
- Weapons, parts, components or ammunition declared prohibited by order in Council, such as:
  - Certain military and paramilitary firearms
  - Body-armor piercing handgun cartridges, incendiary and explosive projectiles and shot gun “flechette” cartridges
  - “Bull-pup” stocks for rifles or carbines
- Devices that enhance the rate of fire
- Stun guns, taser public defenders
- SS-1 Stinger and variants
- Brass knuckles
- Mace tear gas, pepper spray
- Certain martial arts devices

Contact Canada Customs through the Automated Customs Information Services listed on in this document for information on the requirements and documents to import non-restricted or restricted firearms.

northAmerican/Allied will not accept either non-restricted or restricted firearms for transportation on the moving van, as stringent and complex procedures are best handled by the owner of the firearm(s).

Failure to declare any weapon will not only result in confiscation, but could result in criminal charges.

**Tobacco**
You may import up to 200 cigarettes, 50 cigars, 200 grams of tobacco and 200 tobacco sticks for your personal use. Excess quantities are subject to duty and taxes.

NOTE: American smoking products are generally available throughout Canada.

**Ensuring a Trouble Free Customs Clearance**

**Pre-Move Checklist**
The following list is provided as a helpful reminder of the many people and businesses who will need to know about your relocation.

- Make appointments for medical and dental checkups
- Inform the Post Office that you are moving and arrange to have your mail held until you can send forwarding instructions

Give notification of your pending move to the following:

**Utility Companies**

- Electric, gas
- Telephone
- Water
- Fuel
Refuse collection

**Professional Services**
- Dentist
- Doctor
- Lawyer
- Broker
- Real estate agency

**Organizations & Clubs**
- Business
- Athletic
- Civic
- Fraternal
- Social

**Publications**
- Newspapers
- Magazines
- Professional
- Fraternal

**Insurance Agencies**
- Life
- Health
- Fire
- Automobile
- Accident
- Hospital
- Personal Property
- Public library

**Government & Public Offices**
- Tax offices
- Motor vehicle Department
- Post office

**Established Business Accounts**
- Bank, credit car companies
- Finance companies
- Drug stores
- Dry cleaners
- Department stores
- Garage, gasoline station

**Miscellaneous**
- School
- Relatives, friends, business associates
- Book and record clubs
- Church
- Your landlord (if you rent)
- Your tenants (if you are a Landlord)
Custom Clearance Process
This section deals with the process to be followed by yourself and the driver to enter Canada, and clear your shipment through Canada Customs for delivery to your destination residence.

Shipper (Importer)
On arrival at the port of entry into Canada (destination airport if arriving by air or border crossing point if arriving by car, bus or train), you must report to Canada Customs and declare that you are moving to Canada and that your household goods will follow.

On arrival at your actual destination, call your northAmerican/Allied Van Lines destination agent noted on your bill of lading and inform them of your arrival and provide a contact where you may be reached when the driver arrives to clear Customs. Ensure you then report to Canada Customs in your destination city with the required documents (as noted on the checklist to follow).

You will complete “Settlers and Entry” papers and be assessed a fee for Customs Services, which you must pay at that time. If your inventory listing indicates you are importing articles subject to duty and taxes, you may be asked to pay such levies at this time or Canada Customs may have you report back upon the driver’s arrival. This phase of the clearance must be done in person by the legal owners of the goods.

Usually Customs will clear your shipments at this time – but subject to the driver making the final clearance with Customs on his arrival at the destination city.

Driver & Shipper Clearance Procedures
At the Port of Entry into Canada, the driver will report to Canada Customs. Customs will seal the van at the border and the driver will complete a “Customs Cargo Control Document” (FORM A8A), which indicates the Canada Customs office closest to the actual destination city where the driver will report to clear the shipment.

The driver then proceeds to the designated destination Customs Office. Provided the shipper has completed their entry at the same Customs Office, the seal will be broken; the Customs Cargo Control Department will be stamped with the “Acquittal Number” and the shipment is released for delivery to the residence.

If the shipper has not cleared Customs at the actual destination city and cannot be located to accompany the driver to Customs, then the shipment will not be cleared and must be placed in storage in a bonded warehouse. Bonded storage and re-delivery is very costly, and is the responsibility of the shipper.

If you know prior to your move that you will not be available to clear your shipment prior to or at the time of the drivers arrival at the destination, your
northAmerican/Allied origin agent will provide you with the name and phone number of the northAmerican/Allied agents bonded warehouse facilities where your shipment will be stored, awaiting your arrival.

**Bonded Storage**

northAmerican/Allied Van Lines Canada Customs Bonded Warehouse Locations:

**Alberta**
- Calgary
- Edmonton

**British Columbia**
- Abbotsford
- Comox
- Vernon
- Victoria

**Manitoba**
- Winnipeg

**New Brunswick**
- Fredericton
- Saint John

**Newfoundland**
- Cornerbrook
- Goose Bay
- Gander
- St. John’s

**Nova Scotia**
- Dartmouth/Halifax

**Ontario**
- Barrie
- Belleville
- Brantford
- Kingston
- Mississauga
- North Bay
- Oshawa
- Ottawa
- Trenton
- Toronto

**Prince Edward Island**
- Charlottetown

**Québec**
- Chicoutimi
- Montréal
- Québec City

**Canadian Entry Checklist – Shipper (Importer)**

For your personal entry into Canada, you MUST produce the required documents depending upon your entry status and nature and content of goods you will import.

Please check the appropriate boxes that pertain to you and your shipment and ensure you have these documents in your possession to present to the Customs Official at your port of entry into Canada.

- [ ] Passport for each person traveling, or
- [ ] Certified copy of Birth Certificate for each person traveling
- [ ] Valid Work Permit (Employment Authorization – if not a Canadian Citizen)
- [ ] Canadian Citizens must provide proof of U.S. residency or green card or photo driver’s license issued by state of residence
- [ ] Copy of the northAmerican/Allied Van Lines bill of lading
- [ ] Copy of the household goods inventory listings
When shipping or entering Canada with a motor vehicle:
- Manufacturers letter of certification of corrected recall defects (if applicable)
- Driver’s license
- Proof of Insurance (for automobile)
- Automobile registration/ownership certificate
- Required document for firearms, alcohol, pets and plants you are importing

**Canadian Entry Checklist – Shipper (Importer & Driver)**

Other Important Papers and Articles to carry with you:
- Children’s school records
- Irreplaceable photos and snapshots
- Insurance policies
- Coin or stamp collections
- Medical and dental records
- Camera/camcorder & film
- Duplicate keys
- Silver/gold
- Baby’s special equipment
- Jewelry
- Prescription drugs, medication
- Out of country Health Insurance Coverage

**Canadian Entry Checklist Driver**

Your northAmerican/Allied Van Lines Driver MUST have the following documents in his possession to clear your shipment with Canada Customs prior to delivery.

- Photocopies of birth certificate and photo ID or photocopy of passport inside page showing picture and description of the shipper
- Photocopy of the shippers’ social insurance card or social security card
- Copy of work permit (Employment Authorization if not a Canadian Citizen)
- Originals of special permits required for restricted items, which are loaded on the van, e.g. excess quantities of alcohol
If your automobile is loaded on the moving van, the northAmerican/Allied driver will also require:

- Manufacturer’s letter of certification of corrected recall defects (if applicable)
- Photocopy of driver’s license
- Photocopy of automobile registration/ownership certificate
- Proof of Insurance for automobile

Information Sources

Moving Industry Relocation Services

The Employee Relocation Council (ERC) and its Canadian counter-part, the Canadian Employee Relocation Council (CERC) are comprised of members who offer every conceivable service that might be required for your family’s move.

Available services throughout the United States and Canada include:

- Realtors
- Re-patriation counselors
- Lawyers
- Pet moving services
- Relocation consultants
- Long & short term furnished accommodations
- Tax accountants
- Furniture rentals
- House appraisers
- Welcome wagon
- Education consultants
- Home inspectors
- Insurance brokers
- Language schools
- Mortgage & financial services members
- Property managers

To obtain the names of firms which provide these services, please contact:

Employee Relocation Council
4401 Wilson Blvd., Suite 510
Arlington, VA 22203
Telephone: 703.842.3400
Fax: 703.527.1553
E-mail: info@erc.org
Web Site: www.erc.org

Canadian Employee Relocation Council
180 Dundas Street West, Suite 1010
Toronto, ON M5G 1Z8
“ACIS” Automated Customs Information Service Directory

Canada Customs has an “Automated Customs Information Service” ACIS that you can call with any questions or concerns you may have. This is a computerized, 24-hour telephone service that automatically answers all incoming calls and provides general Customs information. Directly from your telephone, you can access information from several topics under each of the following main categories:

- Personal importation and travelers exemptions
- Commercial importation and exportations
- General information on local customs news
- Please contact the “ACIS” number applicable to you
  - Calls Made Within Canada
    - Service in English: 800.461.9999
    - Service in French: 800.959.2036
  - Calls Made From Outside of Canada
    - Service in English: 204.983.3500 or 506.636.5064
    - Service in French: 204.983.3700 or 506.636.5067

If you call during office hours, you may also choose to speak to a Customs Officer. As the officers receive many inquiries, you may have to wait for one to become available.

CANADA CUSTOMS OFFICES
WEB SITE
www.cbsa.gc.ca

Customs District Offices

Alberta
2588 – 27th Street N.E. P.O. Box 9866
Calgary, AB Edmonton, AB
T1Y 7G1 T5J 2T2
Telephone: 800.461.9999 Telephone: 800.461.9999
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<td>British Columbia</td>
<td>210 – 7867 Express Street</td>
<td>Burnaby, BC</td>
<td>V5A 1S7</td>
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<td>115 – 940 Alder Street</td>
<td>Campbell River, BC</td>
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<td>816 Government Street</td>
<td>Victoria, BC</td>
<td>V8W 1X1</td>
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<td>Room 107</td>
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<td></td>
<td>Telephone: 800.461.9999</td>
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<td>Manitoba</td>
<td>1821 Wellington Avenue</td>
<td>Winnipeg, MB</td>
<td>R3H 0G4</td>
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<td></td>
<td>Unit 130</td>
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<td>Telephone: 800.461.9999</td>
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<td>New Brunswick</td>
<td>201 St. George Street</td>
<td>Bathurst, NB</td>
<td>E2A 4L8</td>
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<td></td>
<td>P.O. Box 8888</td>
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<td>Telephone: 800.461.9999</td>
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<td>495 Prospect Street</td>
<td>Fredericton, NB</td>
<td>E3B 9M4</td>
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<td>Telephone: 800.461.9999</td>
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<td></td>
<td>P.O. Box 70</td>
<td>Grand Manan, NB</td>
<td>E0G 2M0</td>
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<td>48 – 50 Highway 776</td>
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<td>Telephone: 800.461.9999</td>
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</table>
50 King Street
Moncton, NB
E1C 4M2
Telephone: 800.461.9999

65 Canterbury Street
1st Floor Port Office
Saint John, NB
E2L 2C7
Telephone: 800.461.9999

**Newfoundland and Labrador**

1 Regent Square
Corner Brook, NL
A2H 7K6
Telephone: 800.461.9999

Water Street
P.O. Box 189
Fortune, NL
A0E 1P0
Telephone: 800.461.9999

P.O. Box 350
Gander, NL
A1V 1W7
Telephone: 800.461.9999

165 Duckworth Street
6th Floor
St. John’s, NL
A1C 1G4
Telephone: 800.461.9999

**Nova Scotia**

1583 Hollis Street
Halifax, NS
B3J 1V4
Telephone: 800.461.9999

47 Dorchester Street
Sydney, NS
B1P 6K3
Telephone: 800.461.9999

15 Willow Street
2nd Floor
Yarmouth, NS
B5A 4B3
Telephone: 800.461.9999

**Nunavut**

Iqaluit Airport
Iqaluit, NU
X0A 0H0
Telephone: 800.461.9999

**Ontario**

81 Mulcaster Street
Barrie, ON
L4M 6T7
Telephone: 800.461.9999

197 County Court
Brampton, ON
L6W 4P3
Telephone: 800.461.9999

CFB Trenton, AMU Building
346
P.O. Box 1000
Station Forces
Astra, ON
K0K 3W0
Telephone: 800.461.9999

9300 Airport Road
Hamilton, ON
L0R 1W0
Telephone: 800.461.9999

**Northwest Territories**

85 Kingminya Avenue
P.O. Box 2220
Inuvik, NT
X0E 0T0
Telephone: 800.461.9999

P.O. Box 220
Station Main
Yellowknife, NT
X1A 1S1
Telephone: 800.461.9999

P.O. Box 220
Station Main
Yellowknife, NT
X1A 1S1
Telephone: 800.461.9999
10765 Cote-de-Liesse Road
Suite 217
Dorval, QC
H9P 2R9
Telephone: 800.461.9999

400 Place Youville
Montreal, QC
H2Y 2C2
Telephone: 800.461.9999

130 Dalhousie Street
Quebec, QC
G1K 4C4
Telephone: 800.461.9999

209 – 701 Laure Blvd.
Federal Building
Sept-Iles, QC
G4R 1X8
Telephone: 800.461.9999

50 Place de la Cite
Suite 150
Sherbrooke, QC
J1H 4G9
Telephone: 800.461.9999

80 St-Georges Street
P.O. Box 246
Sorel, QC
J3P 5N7
Telephone: 800.461.9999

25 des Forges Street
Room 111
Trois-Rivieres, QC
G9A 2G4
Telephone: 800.461.9999

Saskatchewan
P.O. Box 4080
Regina, SK
S4P 3W5
Telephone: 800.461.9999

2130 Airport Drive

Saskatoon, SK
S7L 6M6
Telephone: 800.461.9999

Yukon
110 – 300 Main Street
Whitehorse, YK
Y1A 2B5
Telephone: 800.461.9999