

Trade compliance and record keeping

Keep your importing profile in good standing as a Non-Resident Importer



Trade compliance and good record keeping are keys to success as a Non-Resident Importer.

Every country has their own set of importing regulations in place to ensure the safety and economic health of the country – Canada is no different. Shipping your goods to Canada as a Non-Resident Importer (NRI) can make the process a whole lot easier. The key is to ensure complete compliance and accurate record keeping throughout your customs processes. Not only will this satisfy the Canada Border Services Agency (CBSA), it will also save you a lot of time and money in the long run.

What is trade compliance – and why is it important?

While it might seem like a lot of extra time and paperwork, trade compliance is an effective control measure put in place to protect the economy, the environment and even the health of the country you're exporting to (in this case, Canada).

It pays to be compliant

Trade compliance is also important for your business. Keeping accurate information will help you develop sound business plans and support key business decisions. What's more, the fewer corrections you make to your original accounting documents, the lower your overhead costs will be. Plus, once you establish good compliance records with CBSA, your shipments are less likely to be examined at the border, or selected for post-release verification. It also decreases your chances of incurring fines under the Administrative Monetary Penalty System (AMPS).

NRIs are considered to be low-risk importers. As a result, CBSA will be less likely to intervene in your shipments. Fewer interventions means lower business costs and faster movement of goods.

How CBSA ensures your compliance

Overall compliance is beneficial to both your business and the economy, and non-compliance can prove costly.

CBSA ensures importers remain compliant by:

- Examining shipments at the border
- Conducting post-release verifications to confirm trade compliance and to correct errors (this includes issuing reassessments to collect additional duties)
- Issuing AMPS penalties when errors are found

What records should be kept?

NRIs should keep any documents related to origin, value or use of goods, marking, purchase, importations, costs, payment, and disposal.

Canada Customs dictates that all records relating to Canadian import transactions must be maintained for a period of six years (meaning six years plus the current year). As an NRI, you have the option of maintaining records in Canada through the use of a customs provider, or at your place of business in the U.S. by establishing a letter of undertaking with CBSA.

Whether you decide to keep paper or digital files, your record keeping system should be set up so your records are well organized and easily accessible in the event of an audit.

Questions about NRI compliance?

Speak to your customs broker – they can help you determine what your customs compliance requirements will be as an NRI.

Contact your Livingston account executive
e-mail us at solutions@livingstonintl.com
or give us a call at **1-800-837-1063**
Visit www.livingstonintl.com

LIVINGSTON
Trade up