PARS Notification

for Canada bound shipments

LIVINGSTON Simplify Trade

Carrier/driver must fill out this form and fax or email it with all documentation, **including Bill of Lading,** at least **3 hours prior to arrival**.

To fax: (866) LIV-INTL / (866) 548-4685
To email: Send individual, multi-page files to cdnimports@livingstonintl.com

- Please use **black or dark ink** when completing the fields (avoid delays due to illegible information specifically the port, ETA & contact information) and mark the pages 1 of 3, 2 of 3, 3 of 3 etc. **Reminder:** Each attachment equals one shipment.
- **All** documentation, including eManifest Lead Sheet, Bill of Lading with the ORIGINAL PARS bar code label, **must** be submitted to Customs upon arrival.

Carrier Name	
Driver Name	
Driver Cell Phone #	
Carrier Dispatch Phone #	

To check on the status of your fax and/or create an email alert when CBSA approves your PARS, log on to: www.PARStracker.com or call 866-LIV-PARS / 866-548-7277 30 minutes after faxing.

ETA at border

Date: (yyyy/mm/dd) 2 0 1 _ _ _ _ _

Time: (hh:mm) Eastern Time (GMT - 5 hrs) _ _ _ _

Truck #	
Trailer #	
# Ctns / Plts	
Weight	

PARS Number

Place an extra PARS Barcode here. B/L or invoice must have original. Hand write below if required. PAPS must be faxed to 1-877-548-7277

PARS # must be the same as the Cargo Control Number (CCN). Do not confuse with the CRN for eManifest.

Livingston Client Number (if known)

Livingston Team Number (if known)

Client Name	

Port of Entry Number

Write the 3-digit port code below. If the port code changes, the eManifest port must be fixed before asking Livingston to update the port with CBSA.

NOTE: Failed PARS procedures

The original (PARS) CCN must be associated with the shipment by writing or typing of the original PARS CCN on a blank Cargo Control Document (CCD – A8A). Alternatively, bar-coded CCDs may indicate the Failed PARS CCN in the previous CCN field and cross out the bar-coded CCN. In both cases, the wording **"Failed PARS"** should be written on the CCD.