



Information Bulletin

To all agents and suppliers

Change in the Customs Clearance Process for Products

Canada Border Services Agency (CBSA) is standardizing its requirements and processes regarding the processing of bills of entry. As a result, the SAQ is revising the customs clearance process for its products in order to have its commercial goods released at the first point of entry. This revision will have a direct impact on how carriers do business, depending on the means of transportation used. The carriers have already been informed of the situation in a letter. For the SAQ as well as its carriers, the new process will come into effect on November 14, 2011. We are counting on your cooperation to ensure that the changes listed below are taken into account:

Transportation handled by the SAQ

The carrier designated by the SAQ may ask the supplier for the commercial invoice. In such cases, the supplier is obliged to give the invoice to the carrier. For customs clearance to proceed smoothly, the commercial invoice must include a clear description of the products shipped:

Purchase order number	Quantity of bottles
Type of product	Country of origin
Wine → colour	Unit value
Percentage alcohol	Total value
Number of ml	Currency

In the event that you are unable to include the requested information on the commercial invoice, please fill out this [form](#) and attach it to the invoice. If any information is missing, the customs clearance for your products will be delayed.

Transportation handled by the supplier (DDU)

As soon as the supplier has an order for which it is handling the transportation, it must, **without fail**, give the commercial invoice to the carrier. It is the carrier that is responsible for sending the commercial invoice to our customs broker (Eurofret) prior to the goods' arrival in Canada. For customs clearance to proceed smoothly, the commercial invoice must include a clear description of the products shipped:

Purchase order number	Quantity of bottles
Type of product	Country of origin
Wine → colour	Unit value
Percentage alcohol	Total value
Number of ml	Currency



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For transportation handled by the supplier, please note that the SAQ has also revised the [term of sale DDU \(Incoterm 2000\)](#).

For more information, please contact
the **S**ervice d'**A**ssistance aux **R**elations d'**A**ffaires (SARA),
our business relations assistance service,
at sara@saq.qc.ca or 514 254-2711.