

LETTER OF APPLICATION TO THE CANADA BORDER SERVICES AGENCY

Date: Thursday, 30 March 2006

Subject: Event Registration

To: Canada Border Services Agency  
Regional Convention Coordinator  
400 Youville Square  
Montreal, Quebec  
H2Y 2C2

Attention: Mr. André Legault, 514-283-5757

We are corresponding to inform your office that our organization will be holding The Joint Conference of AAAL and ACLA/CAAL 2006, being held at the Hotel Hyatt Montreal, from June 17, 2006 to June 20, 2006.

We have currently received twenty (20) exhibitor reservations. The exhibitors will be importing for display the following items:

- Books, Journals
- Display cards, racks
- Signage/posters, etc.

We, therefore, request use of the privileges of Tariff Item 9993.00.00.00 and Customs Memorandum D8-1-2 for this event.

We are headquartered in Birmingham, Alabama USA and expect 1,000 attendees, a percentage breakdown of which would be 25 % Canadian and 75 % U.S. and other. In view of these facts, we request Tariff Classification 9830.00.00.00 be granted as well.

Please also consider our request for use of the Portal-to-Portal system.

Our move-in takes place June 16 and move-out is June 21.

We can advise that our meeting materials will consist of:

- A printed program (printed/manufactured in Canada)
- Program inserts – flyers, documents, including registration receipts, name tags
- Office supply materials such as pens, pencils, staple, scissors, blank paper, etc.

We have appointed Mendelssohn as "Official Customs Brokers" for this event. We trust that this matter has been handled to your satisfaction and that the information provided is sufficient for your requirements.

Awaiting your valued reply. Best regards,

Robert Ranieri  
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cc: Mendelssohn  
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