Canada Border Services Agency | Agence des services frontaliers du Canada

Canada Border Services Agency
International Events and Convention Services Program
191 Laurier Avenue West, 7th Floor
Ottawa, ON K1A 0L8

September 16, 2026 File # **CAL_2027_16347**

Artificial Lift Research and Development Council (ALRDC)
C/o Clint Mason Canadian Chair – ALRDC Calgary 2027
Calgary, AB

Dear Clint Mason:

In response to your correspondence dated September 15, 2026; the Canada Border Services Agency (CBSA) - International Events and Convention Services Program (IECSP) officially recognizes the following event:

Artificial Lift & Production Optimization Conference
March 22 - 25, 2027
MacEwan Hall, University of Calgary
Calgary, Alberta

The information provided to the CBSA states there will be approximately 250 attendees to which 20% are foreign to Canada and that the event is closed to the general public with no sales.

As outlined in your correspondence, this event is expecting approximately 10 foreign exhibitors who are importing display booths, computers, printed advertising materials and demonstration equipment, including wellhead and downhole tools and controls for use at the event.

It should be noted that, non-Canadian exhibitors may import display items and exhibit booths temporarily as outlined in the provisions of tariff classification **9993.00.00.00** duty free, on the condition that the goods will be exported from Canada upon the completion of the event.

Goods imported as "giveaways" must be accounted for at time of release on a Commercial Accounting Document (CAD) with all applicable duties and/or taxes collected at the time of importation.

Under certain circumstances, the CBSA will require a security deposit on goods temporarily imported to Canada. These goods are normally documented on the Temporary Admission Permit (Form BSF865).

At the time of exportation, goods granted temporary admission on a Form BSF865 or Carnet must be presented along with importer's/owner's copies of the appropriate documentation to CBSA for verification and certification. This presentation may occur at a CBSA office inland or at the port of export, depending on the circumstances involved and is necessary for you to receive a refund of any securities posted. Please note that the refund may not be immediate.

CBSA requires everyone seeking admission into Canada to properly declare themselves to CBSA by providing accurate identification. CBSA will accept a valid passport as proof of citizenship.

Persons who have been convicted of any criminal offences may be inadmissible to Canada. For more information please visit: www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/inadmissibility.html

Canada

Visa-exempt foreign nationals, excluding U.S. citizens, now require an Electronic Travel Authorization (eTA) to fly to or transit through Canada. For more information please visit: www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/eta/apply.html

If you are arriving at one of Canada's main airports (www.cbsa-asfc.gc.ca/services/border-tech-frontiere/pik-bip-eng.html), you can complete your customs and immigration declaration at an airport kiosk or eGate upon arrival.

Save time and submit an Advance Declaration (www.canada.ca/en/border-services-agency/services/arrivecan.html), up to 72 hours before you arrive in Canada. This allows you to do so at your own pace, and in a preferred environment. Special access to express lanes in the arrivals hall will be given to travellers who have used this feature.

You may then retrieve your declaration by scanning your travel document and confirming your identity at an airport kiosk or eGate before presenting yourself to a border services officer.

All passengers arriving at other airports must fill out a paper E311 CBSA Declaration Card prior to arrival and present it to a border services officer.

To facilitate border procedures during entry into Canada, each participant should have a copy of this letter and be in possession of an itemized list of articles stating description, quantity and value for presentation to CBSA officials.

Please do not hesitate to contact the undersigned if you have any questions or require additional information.

Sincerely,

Barbara Bigney, Regional Coordinator
International Events and Convention Services Program (IECSP)
Canada Border Services Agency
Telephone: 306-928-2055
Email: Barbara.Bigney@cbsa-asfc.gc.ca
Government of Canada

The information you provide in this document is collected under the authority of ***Section 107(9) of the Customs Act*** *for the purpose of the facilitation of border coordination services for organizers of international events being held in Canada. The information may be disclosed to Other Government departments and/or Agencies (e.g. Immigration, Refugees and Citizenship Canada) for the purposes of providing assistance with admissibility requirements.*

Individuals have the right of access to, the protection and correction of their personal information under the ***Privacy Act – Section 12****. The information collected is described under the* ***International Events Personal Information Bank CBSA PPU 040*** *which is detailed at* www.cbsa.gc.ca/agency-agence/reports-rapports/pia-efvp/atip-aiprp/infosource-eng.html

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