



IMPORTANT CUSTOMER BULLETIN

SUBJECT: CANADA BORDER SERVICES ASSOCIATION (CBSA) MANDATORY EMANIFEST (ACI) EFFECTIVE JULY 20TH, 2015.

On July 10th, 2015 CBSA required all highway carriers to provide the clearance information on shipments from the United States to Canada through their emanifest program.

The required information that CBSA has mandated comes from the Bill of Lading and the Canada Customs Invoice that our driver receives once the loading has been completed.

Since the information that they require needs to be concise, accurate and match both on the Bill of Lading and the Canada Customs Invoice we are taking this opportunity to be proactive and appeal to you to share this with your shippers, so that we can collaborate together regarding these government changes.

I have listed below the data elements that are required (concise and accurate and both BOL and CCI must match) by CBSA:

- (1) The shipper, consignee and or delivery addresses including full legal name and civic number as well as street direction. Going forward PO Boxes and gate numbers are not sufficient enough information
- (2) For commodity descriptions general descriptions are no longer acceptable and need to be more specific.
- (3) Description on piece count needs to be the smallest amount. For example 26 skids is no longer acceptable and must be more detailed such as 2000 boxes on 26 skids or 104 drums on 26 skids.

Should everything not be as requested by the CBSA, which is a division of our Canadian Government, they can and will begin to delay shipments and or hold them for examination until they receive the detailed information. In addition to these delays they will implement penalties, effective January 10, 2016, which is their way of managing their directives.

The penalty for the 1st offence is \$500.00; 2nd offence - \$750.00; and each offence thereafter is \$1500.00. A copy of these mandated penalties is attached for your review.

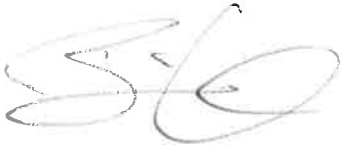
Unfortunately, since the information that we need to provide to CBSA comes from the BOL and CCI that the shipper provides, when there is a penalty assessed, we cannot be held accountable and we will need to invoice you for this penalty.

We trust that working together and being proactive in our approach and communication should ensure that the penalties involving inaccurate paperwork will be minimized or hopefully avoided going forward.

If you have any questions, please contact myself or your Sales Representative directly. A copy of this letter will be posted on our website as well.

Sincerely,

CAVALIER GROUP OF COMPANIES

A handwritten signature in black ink, appearing to read 'B. Ledson', with a stylized flourish at the end.

Brian W. Ledson
Executive Vice President
Sales & Marketing