



27th Annual Canadian Conference on HIV/AIDS Research
April 26 – 29, 2018 Vancouver, British Columbia

27^e Congrès annuel canadien de recherche sur le VIH/sida
26 au 29 avril 2018 à Vancouver, Colombie-Britannique



April 15, 2018

Canada Border Services Agency
International Events &
Convention Services Program
412 – 4th Floor 1611 Main Street
Vancouver, BC, V6A 2W5

We are writing to inform your office that our organization will be holding the 27th Annual Canadian Conference on HIV/AIDS Research in Vancouver, BC over the dates of April 25 – 29, 2018. This conference will be held at the Westin Bayshore Vancouver Hotel. This event is closed to the general public.

The full name of our organization is the Canadian Association for HIV Research. We are an association and registered charity and our head office is located 236 Metcalfe St, Suite 302, Ottawa, ON, K2P 1R3. We will have approximately 8 US and International exhibitors who will be importing the following items for display: (display booths, various publications and convention materials such as promotional literature, newsletters and pamphlets for this event). Please note that there will be (no) sales of merchandise on the exhibit floor. We hereby request the use of Tariff Item 9993.00.00 and Border to Show.

We expect that approximately (800) delegates will attend this event. A percentage breakdown of participants would consist of (1)% International and (99)% Canadian. Our own meeting supplies will consist of (badges, programs, delegate bags and office supplies).

Our move-in will take place on Thursday, April 26 and move-out will be on Saturday, April 28. We have appointed RHB Customs as our official customs broker for this event facilitated by Levy Show Service Inc.. Our Canadian GST Tax number is 13312 0675 RR0001

We trust that this matter has been handled to your satisfaction and that the information we have supplied is sufficient for your requirements. If you require additional information, please contact Sheri Catchpole at 604-277-1726.

Yours Truly,

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c.c.

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