

eManifest Mandatory Notice (Effective January 5th, 2021)

Dear Valued agents and partners,

The eManifest rules in Canada require Freight Forwarders to provide advanced secondary cargo information to the Canada Border Services Agency (CBSA) using House Bills and Close Messages. Freight forwarders are responsible for electronically submitting all applicable data to the CBSA for processing within the time frames specified in the Reporting of Imported Goods Regulations and in accordance with the technical requirements, specifications and procedures that are set out in this ECCRD - Chapter 8: Advance Commercial Information (ACI)/eManifest House Bill Portal. The CBSA will then validate the data and provide applicable status notifications to the freight forwarders.

ACI eManifest regulations for Electronic House Bill (eHBL) is already in effect as of January 4th, 2021 followed by a 6-month period of informed compliance of zero-rated penalties.

Starting July 5th, 2021, monetary penalties will be issued to the forwarder for late, missing, or incorrect filings of eManifest.

In order to meet the Customs submission requirements for eHBL, we request that the MBL/HBL or MAWB/HAWB information to be sent Total Express **72 working hours prior to loading for Marine transport and 48 working hours prior to departure for Air transport if Total Express has to file eManifest. eManifest must be filed 24 hours before sailing at origin port for ocean cargo and 4 hours before flight arrival at the destination airport for air cargo.**

If you have your own eManifest system, please file eManifest before loading at origin port.
If you do not have an eManifest system, Total Express can file eManifest on your behalf.

**Please ensure eManifest filing is complete prior to loading at origin.
If an agent sends shipping documents without eManifest filing and cargo has departed the origin port, Total Express will not be responsible for late filing penalty from CBSA.**

If you have any question, please let us know.

Thank you.

Total Express
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