



## Snowbirds – Short Term Stay – Traveling to the USA

Vehicle Transportation – US Customs paperwork

In order to ship your vehicle in the most expedient manner we require proper documentation for US Customs. We prefer that you return all documents by Purolator Courier or by copying and scanning them to [dispatching@boychuk.net](mailto:dispatching@boychuk.net) (ensure you keep copies for yourself). **Please follow the steps provided and make check marks upon completion to make sure we obtain all the information needed.**

**US Customs and Border Protection (3299) Form – Declaration for free entry of unaccompanied articles**

This is the most important document for Customs purposes and must be carefully completed.

- Fill in boxes 1-7 in Part I, and box 9B in Part II.
- On the back page of the document add the year, make model and the 17 digit VIN in the description of merchandise section.
- In part VI sign and date the document.

**Copy of Passport or Equivalent**

Please take a copy of either the photo page of your passport or your photo driver's licence and birth certificate. Please make sure you are making a clear copy of your selection. Use the "photo setting" on a copier for best results.

**Copy of Vehicle Ownership (Registration and Insurance)**

A copy of registration and insurance for the vehicle is necessary.

**Proof of Residency in the US**

Please attach either a tax or utility bill to confirm your residency in the US.

**Canadian Property Tax Notice**

**Letter to Boychuk Ventures Inc**

This is very helpful for our drivers in dealing with US Customs. The enclosed form letter can be used by completing the underlined areas or use it as an example.

**Flight Itinerary**

Please attach your flight itinerary of your return flight to the states.

**Shipment Detail Form**

**Shipping Contract**

**Limitations of Liabilities and Conditions of Carriage**

**Credit Card Authorization Form**

**\*Personal Belongings**

We would prefer that your vehicle is empty of personal belongings as they are not insured and create a problem for the driver and a challenge with both US and Canada Customs. If you must include some personal belongings, it must be listed on page 2 of the 3299 form.