



U.S. CUSTOMS & BORDER PROTECTION VEHICLE/EQUIPMENT EXPORT WORKSHEET

VEHICLE/EQUIPMENT MUST REMAIN IN THE U.S. UNTIL EXPORTED BY U.S. CBP

Please describe vehicle or equipment:

VIN/SN: _____

Year: _____

Make: _____

Model: _____ Vehicle Value in USD: \$ _____

Title Information:

Title Issuing State: _____

Who will be transporting vehicle/equipment across the border?

Individual/Company/Carrier Name: _____

Address & Phone: _____

Port of Export: **Blaine, WA**

Who did you buy or receive vehicle/equipment from? Previous owner:

Name: _____

Address: _____

Contact Phone Number: _____

Who is the owner/new owner responsible for the vehicle/equipment?

Name and Date of Birth: _____

Address: _____

Phone#: _____

Email address: _____

UNITED STATES CUSTOMS AND BORDER PROTECTION

This document may contain sensitive information that is the property of the U.S. Government. Please deliver it immediately to the intend recipient(s). CBP has not approved the document's review, retransmission, dissemination, or use by anyone other than the intended recipient(s). If you received this document in error, please notify the sender immediately.

Please read through entire information packet, it should answer many of the questions that you have. If you still have questions, feel free to e-mail us with your question(s) and we will be happy to help you.

**U.S. Customs & Border Protection
Vehicle Export Enforcement Team
9901 Pacific Highway
Blaine, WA 98230-9299**

**Phone: (360) 332-2632
Fax: (360) 332-2639
E-Mail: BLAINE-OFOEXPORT@dhs.gov**

Export Hours:

8:00am – 3:30pm Monday-Friday
NO EXPORTATIONS AFTER 3:30 PM
NO EXPORTATIONS ON WEEKENDS or HOLIDAYS
(Holiday Closures for 2011: Jan. 17, Feb. 21, May 30, July 4, Sept 5,
Oct 10, Nov 11, Nov 24, and Dec 26)

Required Documents

These Documents must be on file with our office for **3-business days prior to export!!!**

1. **U.S. CUSTOMS & BORDER PROTECTION EQUIPMENT EXPORT WORKSHEET** (This document is always required)
2. **Title/Certificate of Ownership**, which includes Salvage title, rebuilt title, or flood title. (Because Washington State does not issue a Salvage title the required document to export a salvaged vehicle out of **Washington** is a **PUBLIC DISCLOSURE FORM**, which can be obtained from the Department of Licensing in Olympia. Contact Washington State Department of Licensing Public Disclosure Section at (360) 902-3760 for further information). **An affidavit in lieu of Title is NOT sufficient for export.**
3. **Bill of sale or Invoice**, this can be a hand written document between buyer and seller and it should indicate the VIN or SN. If vehicle was a gift a **letter of gift** can be substituted for bill of sale. If you are the titled owner of the vehicle a bill of sale is not required.

A few common exceptions

1. Vehicles that are being financed through a U.S. based lender generally do not have a title issued for that vehicle. In this case a letter from the lien holder allowing you to export the vehicle to Canada is acceptable. A letter, from the finance company granting permission for that vehicle to leave the country, can **only** be used in lieu of Title by the individual(s) originally named on the loan, and **not** by a person to who the vehicle is being sold to.
2. Off road vehicles often do not have Titles issued to them in those cases an invoice can be used in lieu of Title. This exception does NOT apply to off road motorcycles.
3. Brand new vehicles bought from dealerships will not have a Title. A Manufacturers Statement of Origin, (MSO) or a Certificate of Origin can be used in lieu of a Title.

Once all of the required documents have been obtained, FAX, hand deliver, or scan and e-mail them to our office **3-business days prior** (at a minimum) to actually exporting the vehicle to Canada. During the export process, which starts when the paperwork is submitted, the vehicle **MUST** remain inside the United States and may **NOT** be taken to Canada.

The 3-business days are calculated from the time that **we receive** the export application. An example of this is, if we receive the application on Monday, the vehicle would be ready for export on Thursday, at the earliest, provided that there are no holidays during that time. Another example would be, if we receive the application on Thursday, the vehicle would be ready for export on Tuesday, at the earliest. Keep in mind that **weekends**

and holidays do NOT count towards the 3-business day requirement. Applications received **after 3:30pm** **will not be processed until the following business day.**

Remember, **the vehicle must be in the United States for the 3-business days.** There are no exceptions to this requirement. If it is discovered that the vehicle did not remain in the United States after the export application was submitted, the exporter is subject to penalty and monetary fines, as well as seizure of the vehicle. So do NOT take the vehicle outside of the United States once the application is submitted.

If the vehicle is already outside the United States and an export is required, **the vehicle must be brought back to the United States *prior*** to the application being submitted and **it must remain inside the United States for the 3-business days**, plan accordingly. Again, **weekends and holidays do NOT** count towards the 3-business day requirement.

Checking Status

After faxing the export application to our office, send us an e-mail requesting the receipt of your export application. Send the e-mail to: BLAINE-OFOEXPORT@dhs.gov. In the e-mail, ensure the following information is included:

- Year
- Make
- Model
- VIN (Vehicle Identification Number)
- State the vehicle is titled in (this is not always where the vehicle was purchased)

If you are unable to contact our office via e-mail, you may call our office at (360) 332-2632 and leave a message. In the message include the following information:

- Year
- Make
- Model
- State the vehicle is titled in (this is not always where the vehicle was purchased)

Date of Export

After the 3-business day requirement has been met and your vehicle has been cleared for export, bring the vehicle and all of the **original documents** that had been previously submitted. That would be:

- Title / Certificate of Origin
- Bill-of-sale / Gift letter
- Vehicle Export Worksheet

Present these documents to our office during our normal business hours. These hours are 8:00 am – 3:30 pm Monday through Friday, excluding US Federal holidays.

Directions

To get to our office, exit Interstate 5 (I-5) at exit 275 and proceed through two stoplights, Boblett Street and H Street. After the second light, continue up and over a small hill. At the bottom of the hill, there is a pull out on the left side of the road, which you will enter into and park (this is *across the street from the duty free stores*). In the vehicle pull out, there is a small building with yellow letters, which reads KIOSK on it. Park next to the KIOSK and walk to the U.S. Customs and Border Protection building. If you are in an oversized vehicle such as a bus or Semi tractor and trailer, you must park in the truck parking lot on top of the hill, do not park by the KIOSK. Our office is located on the left side of the lobby, just past the first counter.

Storage Information

There may be reason that vehicle storage is needed during the export process. If that is the case, we have included information that you may use in making a decision. Our office may not endorse or recommend either of these establishments. They are provided for your information only.

A to Z Self Storage

Contact Phone Number: (360) 332.8016

C & G Sales & Rentals

Contact Phone Number: (360) 354.2444

LaBounty Self Storage

Contact Phone Number: (360) 383.0104

Pantec Storage

Contact Phone Number: (360) 332.6111

Peace Arch Secure Storage

Contact Phone Number: (360) 366.3153

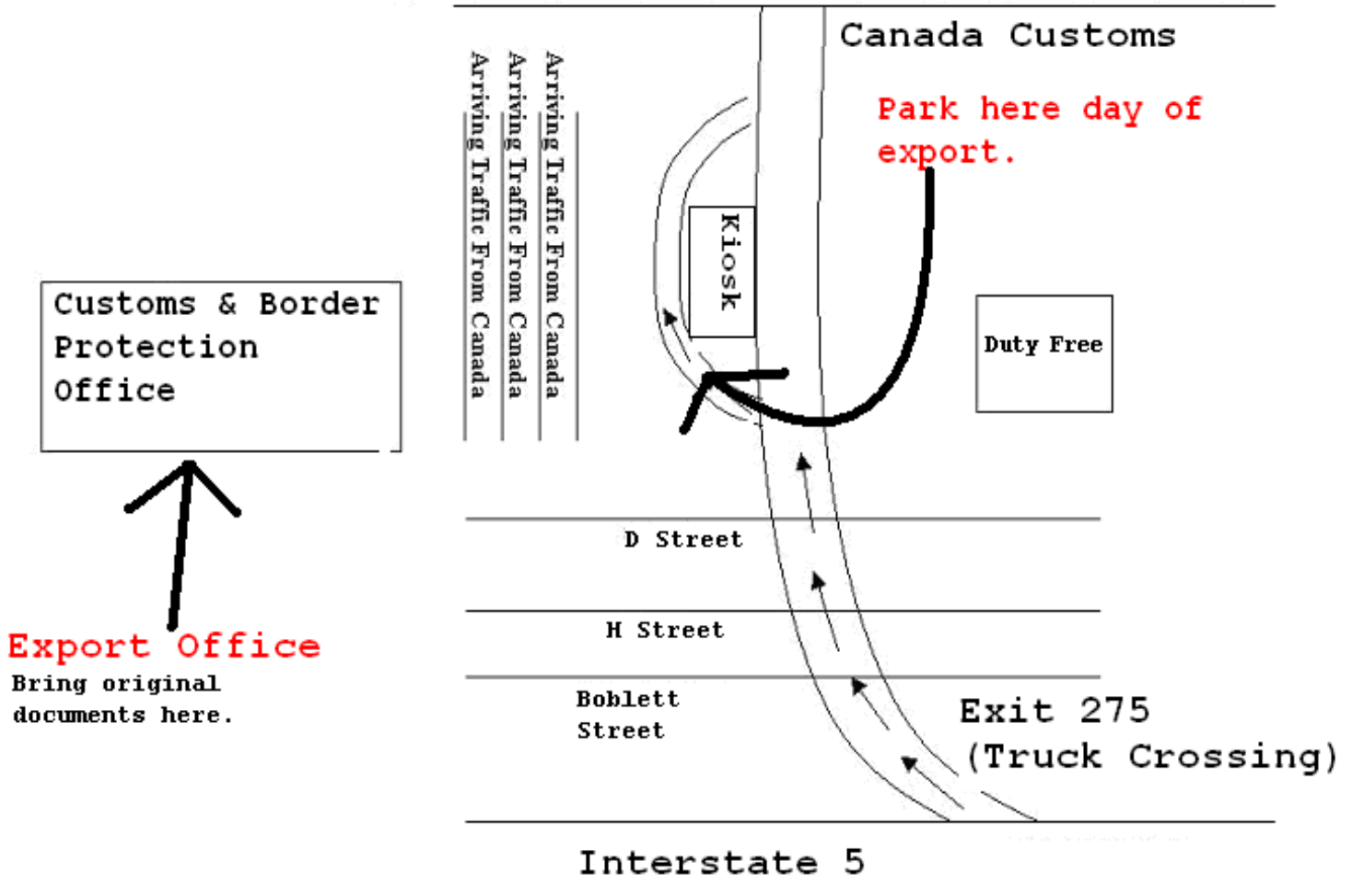
Smuggler's Inn

Contact Phone Number: (360) 332.1749

Market Fuel Station (Yorkey's)

Contact Phone Number: (360) 332.4341

Canada, Canada, Canada, Canada, Canada



Frequently Asked Questions

Here are some of the most frequently asked questions we received. If your question is not answered then please feel free to contact us via e-mail or phone.

1. What fees must I pay to export my vehicle?

U.S. Customs and Border Protection does NOT have any fees for vehicle export.

2. Do I need original documents at the time of application for export?

When you submit the application to our office, it is NOT necessary to send us the originals. A copy of all three of the required documents is sufficient to start the process.

3. What if I don't have the original title?

You will need to get one.

4. Do I need to have the title issued in my name?

No. It is unnecessary for you to have title issued in your name. All that is required is to have the original title and a legal transfer of ownership (bill-of-sale).

5. Can I park my vehicle at the U.S. Customs and Border Protection parking lot for the 72 hour period?

No. Your vehicle may be towed at your expense if you attempt to do this.

6. Can I have the vehicle export office make copies of my documents when I submit my application?

No, due to the volume of applications we receive, we are unable to make copies.

7. What happens if I have already taken my car to Canada and need to export it?

You will have to bring the vehicle back to the United States and submit the application to export. The vehicle **must then stay** inside the United States until the 72-business hours have elapsed and your vehicle has been cleared for export or the exporter is subject to an administrative penalty.

8. What if I cannot get to your office during your normal business hours?

We would suggest that you either, have someone you trust export the vehicle during our normal business hours, or you can pay a company to export it. If our office is closed when you arrive, then you must leave the vehicle inside the United States and return the next business day.

9. Can I take my vehicle to Canada during the export process?

No. You cannot take your vehicle to Canada until the 72-hour requirement has been met **and** you have presented the vehicle and **original documents** for inspection. **If you take your vehicle to Canada prior to getting the title stamped, you will be subject to an administrative penalty and possibly the vehicle being seized.**

10. Is this process required for my boat, trailer, travel trailer or 5th wheel?

No. We will only export land based, self propelled vehicles.

11. What is required at the time of export?

You **must** have ORIGINAL documents at the time of export. We **will NOT** accept copies of the title or MSO at the time of export. The vehicle must be taken to Canada after you complete the U.S. export process.