



The University of Western Ontario

To expedite Customs clearance and delivery of our shipments, please ensure that all paperwork and shipping documentation reflects the following information.

Importer Name and Consignment Address

Customs paperwork and shipping documentation is to show the following consignee/importer.

University of Western Ontario
Fraunhofer Project Centre
2520 Advanced Ave (Pvt)
London ON N6M 0E1 Canada
Telephone: 519-661-3150
Canadian Business Number 108162587RM0001

Customs Clearance

Customs paperwork and pre arrival notifications for Customs clearance are to be directed to our Customs broker:

Thompson Ahern and Co.
6299 Airport Road
Mississauga ON L4V 1N3 Canada
Telephone: 905-677-3471
Afterhours Phone: 519-250-0400, Afterhours Fax: 519-250-8529
PARS Notifications: PARS@TACO.CA
Advanced Documentation Notification: prealerts@taco.ca

Documentation Requirements for Canada Customs

Every shipment requires a commercial or Customs invoice showing the country of origin of the goods.

Values shown must be the price paid or payable for the goods including all discount types and amounts.

Where the goods are not sold, the value of the goods should reflect the price as normally sold for export. Include the reason for the shipment (I.E. No charge samples, Goods returned after warranty repair, ETC.)

Descriptions must be complete and accurate. General terminology should only be used to supplement the technical description of the contents of the shipment. Showing catalogue numbers only is insufficient to clear Customs and will result in delays.

Clarification regarding Customs and transportation matters should be directed to the Customs and Logistics section of Procurement Services:

Elaine Roswell, Customs Assistant / Buyer

Tel 519-661-2111 Ext. 84587

Fax: 519-661-3071

Email roswell@uwo.ca

or

Ray Williamson, Manager, Customs and Logistics

Tel 519-661-2111 Ext. 88120

Fax: 519-661-3071

Email purraw@uwo.ca