

PARS Coversheet

pars@rbi-corp.com

Fax: 1.844.924.PARS (7277)



INSTRUCTIONS:

- Email or fax this coversheet and supporting commercial invoice documents at least **3 HOURS** prior to your estimated border arrival time.
- Multiple shipments must send separately.
- Documents received with less than the 3-hour timeline or with incomplete documentation or missing information may delay release by ASFC
- Make sure that the coversheet is complete and the documents and information are legible.

To check status on PARS:

Log into: www.rbi-corp.com

If you do not have access to the web or if the shipment cannot be found, you can reach us at 877.724.2007 one hour prior to your ETA from 7:00 am to 10:00 pm.

PORT OF ENTRY	REQUIRED INFORMATION
The shipment must arrive at the port indicated. Failure to do so may result in penalties, delayed or refused shipments, and additional costs.	Number of pages (including coversheet):
<input type="checkbox"/> Canadian Port of Entry: <input type="checkbox"/> Number of units: <input type="checkbox"/> Total Weight:	Date of arrival:
	Estimated time of arrival:
	PARS Number :
	Carrier company name:
	Carrier contact name:
	Carrier phone #:
	Shipper name:
	Person to contact if there are problems with the fax: Name:
	Name:

IMPORTANT NOTE: We must have the ability to reach the carrier 24/7 to obtain missing information or to notify in case problems prevent shipment processing. The carrier **MUST** confirm ASFC acceptance of the shipment prior to arrival at the border. If the carrier does not comply with the Agence des Services Frontaliers du Canada (ASFC) requirements, waiting and/or IE charges, as well as penalties, may be assessed. These charges are NOT the responsibility of the broker. Please note that a PARS barcode must be assigned to each separate shipment.