

Becoming a Non-Resident Importer in Canada

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Set yourself up for success in the Canadian marketplace!

A Non-Resident Importer, or NRI, is a company outside of Canada that, for business purposes, acts as an Importer of Record and assumes responsibility for payment of Canadian duties and taxes.

While acting as an NRI in Canada comes with many benefits, it requires time and energy to ensure you are qualified and properly set up to do so.

Before shipping to Canada, consider the following:

- Who will act as the Importer of Record in Canada – you or your customer?
If you plan to fill that role, are you established as an NRI?

- As an NRI, do you have a Canadian business number (BN), and are you registered for GST/HST?

GST/HST registration is mandatory if you do business in Canada. You must also register for GST/HST if you warehouse your product in Canada.

Applying for a BN requires a copy of your Articles of Incorporation or Certificate of Formation. To apply for a BN and register for GST/HST, use Canada Revenue Agency's form RC1.

- Do you have a Canadian customs broker, and do you have an account (including credit) to facilitate clearance at the border? To establish an account with a Canadian customs broker, you will require the following information:
 - Legal name of your company (as registered for your Canadian BN)
 - Physical address
 - Mailing address
 - Website address
 - Accounts payable contact
 - Primary contact for customs clearance information
 - Commodities/products shipped
 - Average value of shipments
 - Estimated number of shipment annually.

- Can you produce the documentation required to obtain a release at the border? This includes:
 - Canada Customs invoice/pro forma/commercial invoice
 - Free trade certificates or statements
 - Product literature (for classification purposes)
 - Other Government Department or Participating Government Department documents

We can help! Contact your local Cole representative to discuss your options or email nri.information@coleintl.com

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