

**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.**

Bureau of Customs & Border Protection  
Vehicle/Equipment Outbound Team  
9901 Pacific Highway  
Blaine, WA 98230-9299

Phone: (360) 332-2632  
Fax: (360) 332-2639  
E-Mail: [blaine-export@customs.treas.gov](mailto:blaine-export@customs.treas.gov)

## Export Hours:

**8:00am – 3:30pm Monday-Friday**

**NO EXPORTATIONS AFTER 3:30 PM**

**NO EXPORTATIONS ON WEEKENDS or HOLIDAYS**

(Holiday Closures for 2006: Jan 2, Jan. 16, Feb 20, May 29, July 4, Sept 4, Oct 9, Nov 10, Nov 23, Dec 25)

## Required Documents

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

1. **U.S. CUSTOMS & BORDER PROTECTION / NICB VEHICLE / 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.)
3. **Bill of sale**, this can be a hand written document between buyer and seller. 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.

## Common exceptions

1. Vehicles that are being financed through a U.S. based lender generally do not have a titled issued. In this case a letter from the lien holder allowing you to export the vehicle to Canada is acceptable. Understand that 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.
3. Brand new vehicles bought from dealerships will not have a title. Manufactures 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 would be, 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 do NOT** count towards the 3-business day requirement.

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. 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 do NOT** count towards the 3-business day requirement.

## Checking Status

### **DO NOT ASSUME THAT OUR OFFICE RECEIVED YOUR FAX!**

1 to 2 days after submitting the export application to our office, send us an e-mail requesting an update on the status of your export application. Send the e-mail to: [blaine-export@customs.treas.gov](mailto:blaine-export@customs.treas.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)

While it is often thought that more information is better, in this case it is not. Please only include the information listed above.

## 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 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 *just past the duty free* on the right side of the road). In the vehicle pull out, there is a small building with a sign that reads KIOSK on it, park next to that building and enter into the Customs and Border Protection building. Be careful when crossing in front of the traffic that is traveling southbound into the United States. Our office is located on the left side of the lobby, just past the first counter.

## Storage Information

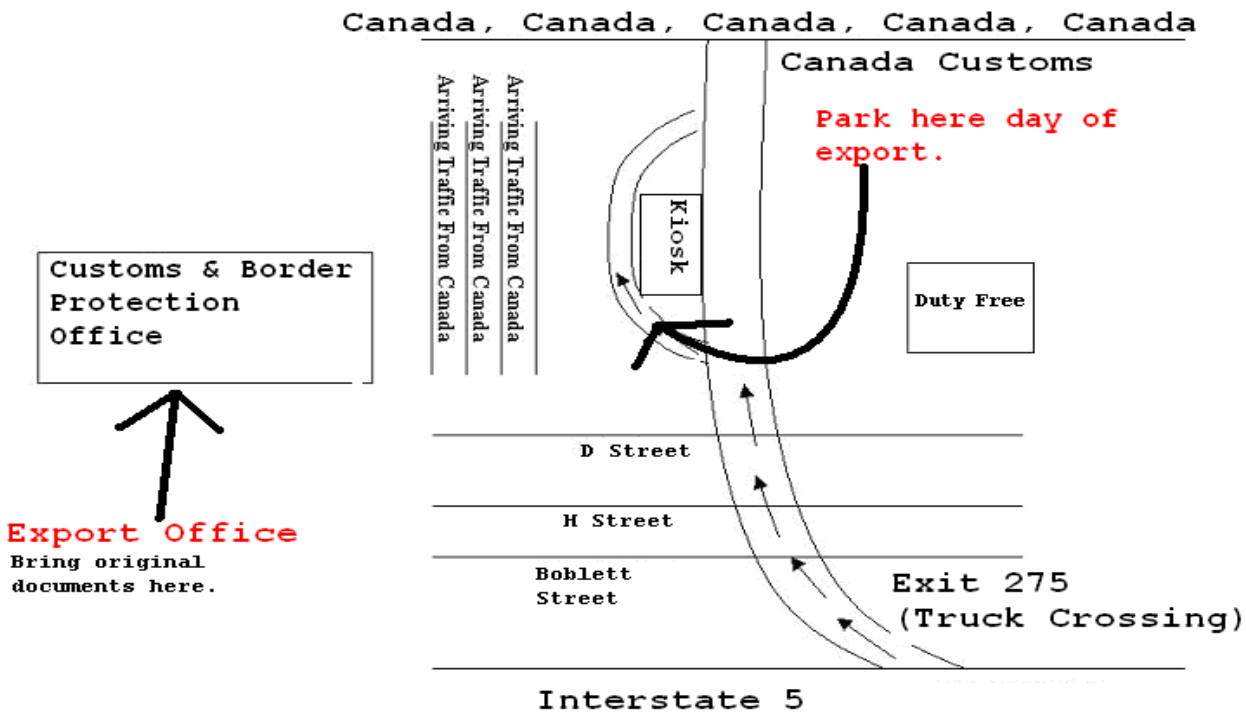
There may be reason that vehicle storage is needed during the export process. If that is the case we have included information that you may use in making a decision. Neither our office, nor the Bureau of Customs and Border Protection, endorse or recommend either of these establishments. They are provided for information only.

### Pantec Storage

Address: 934 Boblett Street, Blaine, WA 98230  
Contact Phone Number: (360) 332-6111

### Yorkey's Gas Station

Address: 1307 Boblett Street, Blaine, WA 98230  
Contact Phone Number: (360) 332-4341



## 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. Do you need originals 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.

### **2. What if I don't have the original title?**

You will have to get one.

### **3. 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). If you have the vehicle title transferred into your name, you will only delay the process.

### **4. What if the state I am purchasing the vehicle in has a paperless title issued?**

You will have to wait until you receive the paper title. We are not able to communicate with the states that have paperless titles.

### **5. What if I purchased a vehicle that has an electronic / paperless title?**

We will not be able to start the export process until you have received the paper title.

### **6. Can I have the seller FAX you in a copy of the title and I'll FAX the worksheet?**

No, due to the volume of applications we receive, we are unable to receive partial applications and match them up with each other. Please only submit complete applications to our office.

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

That is OK but 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.

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

While we cannot tell you what to do, 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.

### **9. Is there any way to expedite the 72-hour process?**

No. Our Federal Law mandates this timeframe.

### **10. Can I take my vehicle to Canada during the export process?**

No.

### **11. Do I still have to wait for 72-business hours if I have an MSO?**

Yes.