



# Moving To The USA

Helping families move since 1963.

## MOVING TO THE UNITED STATES WITH ATLAS VAN LINES

In today's security conscious world, moving from Canada to the United States has become a more intricate process than ever before. At Atlas, we have dedicated the time, money and resources necessary to ensure that we have the most-up-to-date information and are in full compliance with all of the regulations and procedures. Each year we move several thousand shipments to the United States. As the industry expert, we can be trusted to handle your move in a smooth and problem-free manner.

As the van line, we are here to guide you during your relocation and clarify what we require of you to make your move a success. Part of your responsibility is to provide the personal documentation required by US Homeland Security/US Border Protection Services to allow your possessions to enter the United States on a duty-free basis.

### IMPORTANT NOTICE:

- All documentation noted in this booklet must be completed and provided to your Atlas agent before your shipment goes on the moving van.
- Make an extra copy of all forms you complete/submit to your Atlas agent for your own personal records.
- It is mandatory to enter the United States before your shipment arrives at the border to avoid delays.

This booklet provides you with basic information about the most common areas of concern along with phone and website contacts for the various government agencies who can respond more directly to your personal situation.

A photograph of a smiling couple, a man with glasses and a woman with curly hair, sitting at a table and talking to an Atlas agent whose back is to the camera. The man is wearing a blue patterned shirt and the woman is wearing a white hoodie. They are both smiling and appear to be in a positive conversation. The background shows a modern office or meeting space with shelves and a large window.

## ATLAS STANDS THE TEST OF TIME

For over 60 years, Atlas Canada has been moving families locally, long distance across Canada, from Canada to the United States, and internationally to countries around the globe.



## PERSONAL DOCUMENTATION REQUIREMENTS

### Step One:

#### Form 3299: Declaration for Free Entry of Unaccompanied Articles

You are required to complete a US Department of Homeland Security, “3299 Declaration for Free Entry of Unaccompanied Articles” form. A copy of this form and instructions are included in this booklet for your reference. You can complete the form online by going to [www.cbp.gov](http://www.cbp.gov) and typing “3299 form” in the search box.

**Note:**  
**Shipments Placed “In Bond”**

In rare instances when paperwork is not submitted correctly, US Customs and Border Services will place your shipment “in bond” at their discretion. You will then have to appear in person at a customs facility at destination to clear your shipment. If you are not available, the mover will be instructed by US Customs to place your shipment in storage at a “bonded warehouse”, thus accruing additional charges for you.

### Step Two:

The personal documentation required by Homeland Security/US Border Protection Services varies slightly depending on your status.

#### Non-Resident on a Work/Study/Investor Visa

- Customer’s Passport – Copy of passport for each accompanying family member
- Copy of Work Visa (one of: TN, L1, HB1, HB2, EB2, EB3, Student F1, etc.)
- Offer of Employment Letter (without confidential information)
- Copy of Visa Validation Stamp (found in passport)
- Copy of I-94 form (you must cross into the US before your goods arrive to obtain this form)
- Copy of Marriage Certificate if spouses have different last names



### THERE ARE THREE TYPES OF IMMIGRATION STATUS IN THE US:

- Non-Resident on a Work/Study/Investor Visa
- Returning US Citizen/Resident
- Part-Time Seasonal Resident

Your documentation required will depend on government status.

### Returning US Citizen/Resident

- Customer's Passport – Copy of passport for each accompanying family member
- Provide proof of length of time away from US (copy of stamped work visa is acceptable)
- If you are returning to the US with instruments/tools of your trade previously exported from the US, then include copies of previous inventories as proof they entered duty-free
- Sales receipts for major articles purchased while in Canada – items not owned and used for a minimum of one year will attract duty/tax

### Part-Time Seasonal Resident

- Customer's Passport – Copy of passport for each accompanying family member
- Copy of title to home or lease/rental agreement for US property
- Proof of Canadian residency (title to property, current property tax bill, 4-6 months of utility bills, etc.)



**VISIT OUR WEBSITE FOR MORE  
CROSS-BORDER INFORMATION:**

Scan the QR code to access all of the required documents  
and information for moving from Canada to the United States.



## IMPORTING A MOTOR VEHICLE

Any motor vehicle that is less than 25 years old and will remain in the United States for more than one year must meet US Department of Transportation (DOT) safety and EPA standards. In most cases, cars and trucks do not travel on the moving van and other third-party arrangements must be made.

### **Note:**

**The following are considered vehicles by the DOT:** cars, trucks, buses, ATV, side-by-side, trailers, motorcycles, mopeds, and motorized bicycles.

### **Required Documentation for Motor Vehicles:**

- Copy of Vehicle Ownership
- Copy of Bill of Sale (if vehicle is leased or financed, a letter of authorization from financial institution is required)
- Compliance letter from vehicle manufacturer, not dealer (not needed for recreational vehicles)
- US Department of Homeland Security and CBP Form 3299 – for vehicle only (not required if driving your own)
- Form HS-7
- EPA Form 3250-1

A copy of these forms are included in this booklet for your convenience.

### **Note:**

#### **Compliance Letter from Vehicle Manufacturer**

Some manufacturers charge a fee to issue a compliance letter or will ask for a copy of your Work Visa. When you receive your letter from the manufacturer, read it carefully. If the letter states that your vehicle complies with FMVSS,

“except for minor labeling requirements”, then you will know that your car is acceptable to the US. If the letter states that the vehicle meets all standards, “except for speedometer or headlights”, then you will have to have this work done before the car is taken to the US and a copy of the invoice for the replacements must be included in the paperwork presented to Customs. If the letter states that your vehicle meets all standards, “except for No. 208 automatic or passive restraint requirements”, you will NOT be able to import it on a permanent basis unless it is modified by a registered importer. Generally, the cost for conversion is too expensive to make it worth having it done.

## RETURNING VEHICLES BOUGHT FROM US

Vehicles previously exported out of the US that are being re-imported by a “returning US resident” do not require a compliance letter from vehicles manufacturer. You must provide proof that the vehicle was previously registered/plated in the US (State registration card, title of registration or bill of sale from the dealer).

### **Financed or Leased Vehicles**

Most leasing companies or financial institutions will not permit you to export a vehicle to the United States. Check with your institution and the motor vehicle licensing bureau in the state you are moving to before making any arrangements.

### **Duties/Taxes**

Former US residents can usually import a vehicle purchased in Canada and manufactured under the USMCA agreement on a duty-free basis, providing they have owned it for a minimum of one year. Vehicles made outside of the USMCA zone are generally subject to duty. Check with US customs to determine rate of duty as this is subject to change.



## WINE COLLECTIONS

Movers do not transport wine or liquor on the moving van along with your household goods for safety reasons. A third-party carrier will need to be arranged to handle large quantities or wine collections.

### Duties/Taxes

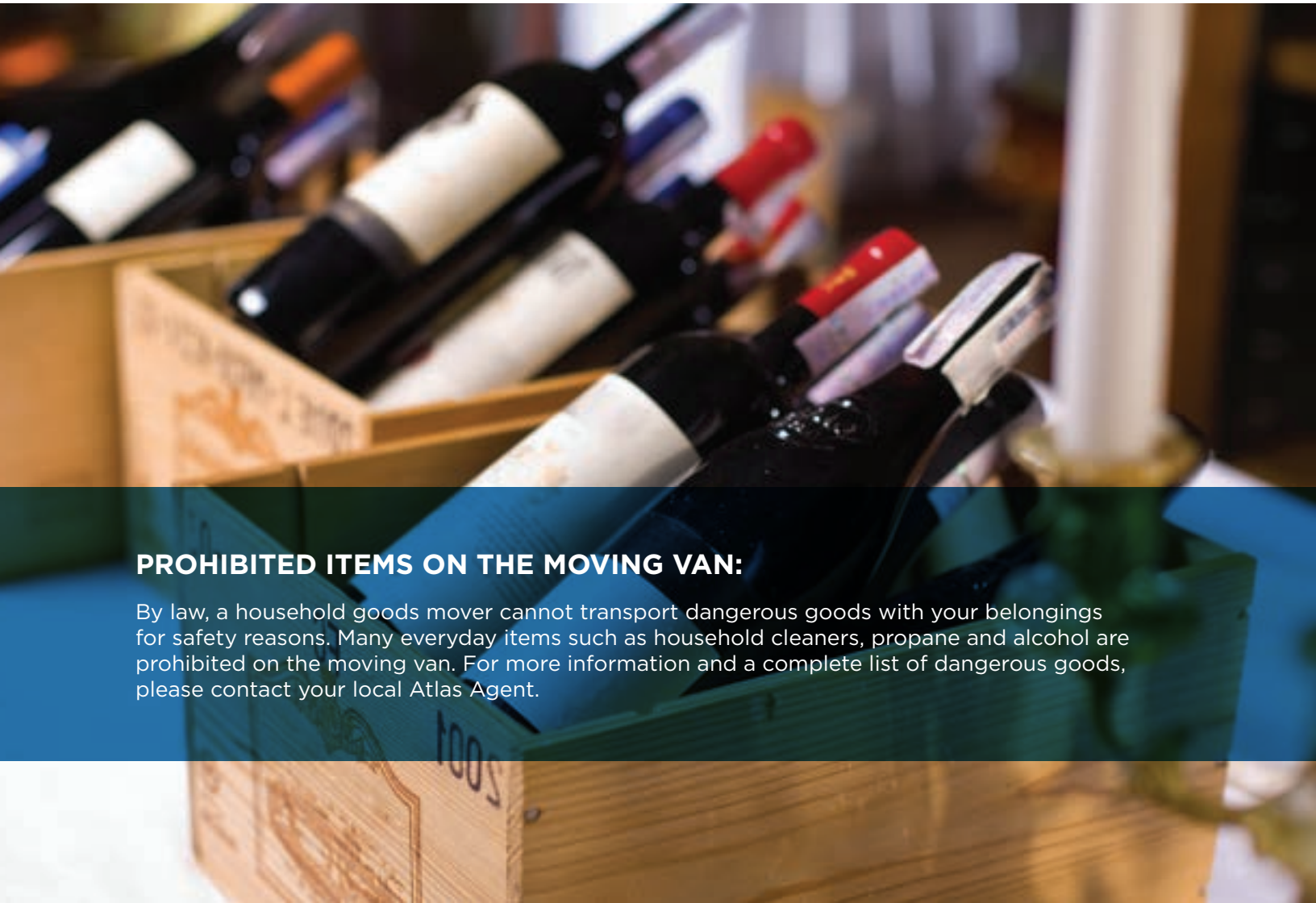
Wine collections are not considered by US Customs and Border Protection to be household goods or personal effects and are therefore subject to state regulated duties/taxes. Some states will permit you to import up to one case of wine duty-free, but others will not. US Customs determines the admissibility according to the regulations in the state where the shipment first enters the United States unless it is shipped "in bond" to your final destination. That means you will pay duties/taxes as determined by that state. The paperwork, and in certain cases the licensing, involved in importing

a wine collection is fairly complex and is best left to a Customs Broker who has the necessary experience. A fee will be levied by the broker but it is well worth it, to ensure that your shipment is not seized by CBP. For a listing of the state liquor control authorities go to [www.ttb.gov/wine/state-ABC.shtml](http://www.ttb.gov/wine/state-ABC.shtml).

## FIREARMS AND/OR AMMUNITION

Movers do not transport firearms on the moving van along with your household goods for safety reasons. A third-party licensed gun importer will need to be arranged to properly import these items.

An import application must be sent to the Bureau of Alcohol, Tobacco and Firearms (ATF) a minimum of 8 weeks in advance of the date when you plan to import these items. For full information and copies of the appropriate forms go to [www.atf.gov](http://www.atf.gov).



## PROHIBITED ITEMS ON THE MOVING VAN:

By law, a household goods mover cannot transport dangerous goods with your belongings for safety reasons. Many everyday items such as household cleaners, propane and alcohol are prohibited on the moving van. For more information and a complete list of dangerous goods, please contact your local Atlas Agent.

## IMPORTING YOUR FAMILY PETS

### Dogs

Dogs over the age of three months must be vaccinated against rabies at least 30 days before entering the United States. A valid rabies vaccination certificate should accompany the animal. It should identify the animal by breed, age, colour and markings, include the date of vaccination and the expiry date. It must be signed by a licensed veterinarian.

### Cats

As a general rule there are no restrictions on bringing domestic cats into the United States providing the animal appears to be in good health. If an inspector wishes, he can insist that the cat(s) be examined by a licensed veterinarian at the owner's expense. There are no vaccination requirements for cats. However, if they are destined for Hawaii, they will be subject to quarantine requirements.

### Turtles, Snakes, Lizards, Hamsters, and Fish

There are no current restrictions on the importation of these types of pets. Only turtles with a shell length of 4" or less may not be imported for any commercial purpose.

### Birds

Pet birds entering the US from Canada, generally require:

- Appropriate U.S. Fish and Wildlife Service (FWS) certifications and permits;

- Health Certificate
- Veterinary Services (VS) import permit
- Examination at the first U.S. port of entry

### Exotic Pets and Endangered Species

There are various regulations involved to import more exotic pets or endangered species.

#### Step One:

Obtain a Canadian export permit through Environment Canada and CITES [travel.gc.ca/travelling/documents/cites-permits](https://travel.gc.ca/travelling/documents/cites-permits).

#### Step Two:

Apply for a US import permit. Go to [www.aphis.usda.gov](https://www.aphis.usda.gov) and choose "imports & exports" then choose "animals". US Fish and Wildlife Service handle the permits for the export and import of endangered species. Go to [www.fws.gov](https://www.fws.gov) for more information.

### Hunting Trophies

Similar to importing exotic or endangered species, the importation of some hunting trophies is also subject to the two-step process noted above. As described, obtain your Canadian export permit first through [travel.gc.ca/travelling/documents/cites-permits](https://travel.gc.ca/travelling/documents/cites-permits). Then obtain your US import permit. Game birds, deer, moose, elk and bison hunting trophies are generally admissible to the US providing they have been prepared by an approved taxidermy facility.

## TRAVELLING WITH PETS

If you are travelling with a pet or importing a pet to the United States, please check with the Centers for Disease Control and Prevention (CDC) for a full list of requirements.



## MOVING TO THE UNITED STATES CONTACT INFORMATION

### For Visa Information:

Citizenship and Immigration 1-800-375-5283  
Email: [USCIS.Canada@uscis.dhs.gov](mailto:USCIS.Canada@uscis.dhs.gov)  
[www.uscis.gov](http://www.uscis.gov)

For more personal service and to locate your closest US consulate office go to:  
[www.usembassy.gov](http://www.usembassy.gov)

### For Customs Information:

US Customs and Border Protection 1-877-227-5511  
[www.cbp.gov](http://www.cbp.gov)

For a 3299 form: <https://www.cbp.gov/document/forms/form-3299-declaration-free-entry-unaccompanied-articles>

### For Motor Vehicle Importation:

National Highway Traffic Safety Association/  
Department of Transportation 1-888-327-4236  
<https://www.nhtsa.gov/importing-vehicle>

For a DOT HS-7 form: <https://www.nhtsa.gov/importing-vehicle>

For a 7501 Form: <https://www.epa.gov/importing-vehicles-and-engines/epa-standard-form-3520-1-declaration-form-importation-motor-vehicles>

Environmental Protection Agency (EPA):  
734-214-4100  
Email: [imports@epa.gov](mailto:imports@epa.gov)  
[www.epa.gov/otaq/imports](http://www.epa.gov/otaq/imports)

For an EPA 3520-1 Form: <https://www.epa.gov/importing-vehicles-and-engines/epa-standard-form-3520-1-declaration-form-importation-motor-vehicles>

### For Firearms Importation:

Department of Alcohol, Tobacco and Firearms  
(ATF) 1-800-800-3855  
Email: [imports@atf.gov](mailto:imports@atf.gov)  
[www.atf.gov](http://www.atf.gov)



## US GOVERNMENT OFFICIAL CONTACT LIST:

The list of US Government Agencies above can provide you with additional assistance, specific to your person situation, and have forms available for download from their website.



# HOW TO COMPLETE YOUR US CUSTOMS FORM 3299

(Declaration for Free Entry of Unaccompanied Goods)

**Please note the meaning of certain words in this form:**

**Importer:** Owner of goods being shipped to the United States

**Resident:** US Citizen

**Non Resident:** A citizen from a country other than USA

**Household Goods:** Furniture and household effects except personal effects

**Personal Effects:** Clothing, photographic equipment, stereo components etc.

**Foreign:** Not American

The declaration is divided into seven parts – some are to be left blank according to the following instructions.

## Part 1

**Box 1:** Your name

**Box 2:** Your birth date

**Box 3:** Date of your arrival in the US – remember you must clear US Customs/Immigration before the mover can bring your goods into the United States

**Box 4:** US address and contact number (can be a hotel or office location)

**Box 5:** Location where you cleared US Customs (may be at a Canadian airport)

**Box 6:** Name of airline and flight number or if travelling by car – put “personal auto”

**Box 7:** Names of accompanying family members and relationship to you

**Box 8:** Leave blank – Atlas Van operator will complete

## Part 11

**Box 9:** “X” appropriate box

**Box 10:** “X” appropriate box

## Part 111

Leave Blank unless you are US Military personnel

## Part IV

“X” appropriate boxes as they apply to your shipment. On back of form where it asks for a list of items – please write inside the box, “one lot of used household goods and personal effects” - your Atlas van operator will provide US customs with a copy of your household inventories that he completes before loading

## Part V

Leave Blank – Atlas Van operator will complete

## Part V1

“X” B importer then sign and date

## Part V11

Leave blank – Customs and Border Protection will complete



DEPARTMENT OF HOMELAND SECURITY  
U.S. Customs and Border Protection

OMB APPROVAL NO. 1651-0014  
EXPIRES: 11-30-2022

## DECLARATION FOR FREE ENTRY OF UNACCOMPANIED ARTICLES

19 CFR 148.6, 148.52, 148.53, 148.77

Paperwork Reduction Act Statement: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0014. The estimated average time to complete this application is 45 minutes. The obligation to respond to this information collection is mandatory to obtain benefits. If you have any comments regarding the burden estimate you can write to CBP PRA Officer, U.S. Customs and Border Protection, Office of Regulations and Rulings, 10th floor, 90K Street NE., Washington DC 20229-1177.

**PART I -- TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY OF ARTICLES** (Please consult with the CBP official for additional information or assistance. REMEMBER--All of your statements are subject to verification. False declarations or failure to declare articles could result in penalties.)

IMPORTER'S NAME (Last, first and middle initial)	IMPORTER'S DATE OF BIRTH	IMPORTER'S DATE OF ARRIVAL
IMPORTER'S U.S. ADDRESS	IMPORTER'S PORT OF ARRIVAL	
	NAME OF ARRIVING VESSEL CARRIER AND FLIGHT/TRAIN	
NAME(S) OF ACCOMPANYING HOUSEHOLD MEMBERS (wife, husband, minor children, etc.)		

THE ARTICLES FOR WHICH FREE ENTRY IS CLAIMED BELONG TO ME AND/OR MY FAMILY AND WERE IMPORTED	DATE	NAME OF VESSEL/CARRIER	FROM (Country)	B/L OR AWB OR I.T. NO.
NUMBER AND KINDS OF CONTAINERS	MARKS AND NUMBERS			

**PART II -- TO BE COMPLETED BY ALL PERSONS EXCEPT U.S. PERSONNEL AND EVACUEES**

RESIDENCY ("X" appropriate box) I declare that my place of residence abroad <input type="checkbox"/> is <input type="checkbox"/> was	NAME OF COUNTRY	LENGTH OF TIME Yr. Mo.
C. RESIDENCY STATUS UPON MY/OUR ARRIVAL ("X" One) <input type="checkbox"/> (1) Returning resident of the U.S. <input type="checkbox"/> (2) Nonresident: <input type="checkbox"/> a. Emigrating to the U.S. <input type="checkbox"/> b. Visiting the U.S.		

STATEMENT(S) OF ELIGIBILITY FOR FREE ENTRY OF ARTICLES. I the undersigned further declare that ("X" all applicable items and submit packing list) :

**A. Applicable to RESIDENT and NONRESIDENT**

- ☐ (1) All household effects acquired abroad for which free entry is sought were used abroad for at least one year by me or my family in a household of which I or my family was a resident member during such period of use, and are not intended for any other person or for sale. (9804.00.05, HTSUSA)
- ☐ (2) All instruments, implements, or tools of trade, occupation or employment, and all professional books for which free entry is sought were taken abroad by me or for my account or I am an emigrant who owned and used them abroad. (9804.00.10, 9804.00.15, HTSUSA)

**B. Applicable to RESIDENT ONLY**

- ☐ All personal effects for which free entry is sought were taken abroad by me or for my account. (9804.00.45, HTSUSA)

**C. Applicable to NONRESIDENT ONLY**

- ☐ (1) All household effects acquired abroad for which free entry is sought were used abroad for at least one year by me or my family in a household of which I or my family was a resident member during such period of use, and are not intended for any other person or for sale. (9804.00.05, HTSUSA)
- ☐ (2) Any vehicles, trailers, bicycles or other means of conveyance being imported are for the transport of me and my family and such incidental carriage of articles as are appropriate to my personal use of the conveyance. (9804.00.35, HTSUSA)

**PART III -- TO BE COMPLETED BY U.S. PERSONNEL AND EVACUEES ONLY**

I, the undersigned, the owner, importer, or agent of the importer of the personal and household effects for which free entry is claimed, hereby certify that they were in direct personal possession of the importer, or of a member of the importer's family residing with the importer, while abroad, and that they were imported into the United States because of the termination of assignment to extended duty (as defined in section 148.74(d) of the Customs Regulations) at a post or station outside the United States and the CBP Territory of the United States, or because of Government orders or instructions evacuating the importer to the United States; and that they are not imported for sale or for the account of any other person and that they do not include any alcoholic beverages or cigars. Free entry for these effects is claimed under Subheading No. 9805.00.50, Harmonized Tariff Schedule of the United States.

DATE OF IMPORTER'S LAST DEPARTURE FROM THE U.S. 2. A COPY OF THE IMPORTER'S TRAVEL ORDERS IS ATTACHED AND THE ORDERS WERE ISSUED ON:

**PART IV -- TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY OF ARTICLES** (Certain articles may be subject to duty and/or other requirements and must be specifically declared herein. Please check all applicable items and list them separately in item D on the reverse.)

**A. For U.S. Personnel, Evacuees, Residents and Non-Residents**

- ☐ (1) Articles for the account of other person. ☐ (2) Articles for sale or commercial use.
- ☐ (3) Firearms and/or ammunition. ☐ (4) Alcoholic articles of all types or tobacco products.
- ☐ (5) Fruits, plants, seeds, meats, or birds. ☐ (6) Fish, wildlife, animal products thereof.

**B. For Residents and Non-Residents ONLY**

- ☐ (7) Foreign household effects acquired abroad and used less than one year. ☐ (8) Foreign household effects acquired abroad and used more than one year.

**C. For Resident ONLY**

- ☐ (9) Personal effects acquired abroad.
- ☐ (10) Foreign made articles acquired in the United States and taken abroad on this trip or acquired abroad on another trip that was previously declared to CBP
- ☐ (11) Articles taken abroad for which alterations or repairs were performed abroad.

D. LIST OF ARTICLES			
(1) ITEM NUMBER CHECKED IN PART IV, A., B., C.	(2) DESCRIPTION OF MERCHANDISE	(3) VALUE OF COST OF REPAIRS	(4) FOREIGN MERCHANDISE TAKEN ABROAD THIS TRIP: <i>State where in the U.S. the foreign merchandise was acquired or when and where it was previously declared to CBP.</i>

PART V -- CARRIER'S CERTIFICATE AND RELEASE ORDER

The undersigned carrier, to whom of upon whose order the articles described in PART I, 8., must be released, hereby certifies that the person named in Part I, 1., is the owner or consignee of such articles within the purview of section 484(h), Tariff Act of 1930.

In accordance with provisions of section 484(h), Tariff Act of 1930, authority is hereby given to release the articles to such consignee.

NAME OF CARRIER	SIGNATURE OF AGENT (Print and sign LAST, FIRST, M.I.)
	<div> <div></div> <div></div> </div> <div> <div>Sign</div> <div>Date</div> </div>

PART VI -- CERTIFICATION TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY

I, the undersigned, certify that this declaration is correct and complete.

"X" One

☐ A. Authorized Agent\* (From facts obtained from the importer)
☐ B. Importer

SIGNATURE (Sign in ink)	DATE
-------------------------	------

*\*An Authorized Agent is defined as a person who has actual knowledge of the facts and who is specifically empowered under a power of attorney to execute this declaration (see 19 CFR 141.19, 141.32, 141.33).*

PART VII -- CBP USE ONLY	SIGNATURE OF CBP OFFICIAL (Sign in ink)	DATE
(Inspected and Released)		



## PRIVACY ACT NOTICE

This Privacy Act Notice serves to inform you of why DHS is requesting the information on this form.

### **AUTHORITY:**

CBP is authorized to collect the information requested on this form pursuant to General Note 3(a)(iv) of the Harmonized Tariff Schedule of the United States (19 U.S.C. 1202) and provided for by 19 CFR Part 7.3.

### **PURPOSE:**

CBP is requesting this information to collect and maintain records on all commercial goods imported into the United States, along with carrier, broker, importer, and other Automated Commercial Environment/International Trade Data System (ACE-ITDS) Portal user account and manifest information. The purpose of this system of records is to track, control, and process all commercial goods imported into the United States. CBP will use this information to identify whether or not imported merchandise is exempt from duty under the applicable statutory provisions.

### **ROUTINE USES:**

Consistent with DHS's information-sharing mission, the information requested on this form may be shared with other DHS Components to carry out national security, law enforcement, immigration, or other homeland security functions. Information may also be shared with appropriate federal, state, local, tribal, territorial, foreign, or international government agencies. This sharing will assist DHS in exercising control over merchandise when it has reasonable suspicion that the subject merchandise may be inadmissible but requires more information to make a positive determination.

The Privacy Impact Assessment (PIA) for this collection is required and provided for by DHS/CBP/PIA-003(b) Automated Commercial Environment (ACE), July 31, 2015, which provides notice of CBP's collection of importer information for compliance and inspection purposes.

### **CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION:**

Providing this information to is mandatory, pursuant to General Note 3(a)(iv) of the Harmonized Tariff Schedule of the United States (19 U.S.C. 1202) and provided for by 19 CFR Part 7.3. Failure to provide this information may result in the inability of CBP to make admissibility decisions without the unnecessary delay of legitimate trade.



**United States Environmental Protection Agency  
Declaration Form**

**Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations**

U.S. EPA, Compliance Division, 2000 Traverwood Drive, Ann Arbor, MI 48105 [www.epa.gov/otaq/imports](http://www.epa.gov/otaq/imports) Phone (734) 214-4100 Fax (734) 214-4676

This form must be submitted to the U.S. Customs and Border Protection (Customs) (42 USC 7522, 7601; 19 CFR 12.73) for each motor vehicle (including motorcycles, disassembled vehicles, kit cars, light-duty vehicle/motorcycle engines) imported into the U.S., except that this form is not required for motor vehicles that are imported by their original manufacturer and are new and are covered by an EPA certificate of conformity and bear an EPA emission control label. One form per shipment may be used, with attachments including all information required to fully describe each vehicle or engine as below. Check the box below indicating the provisions under which you are importing this vehicle or engine. Offroad vehicles/engines and heavy-duty engines must use form 3520-21. Note: Although only imports using codes G, I, K, L, M-3, and O require specific written authorization from EPA, Customs may request EPA review of importer documentation and eligibility for any import using this form. A nonconforming vehicle that is ineligible for the exemptions or exclusions listed below, must be imported through an independent commercial importer (ICI) under codes A, C, J, or Z. For codes A, C, J, and Z, EPA does not authorize the release to the vehicle owner.

**Penalties:** Any person who knowingly makes any false or fraudulent statement, or omits or conceals a material fact can be fined up to \$320,000 or imprisoned for up to 5 years, or both (18 USC 1001). Any person who improperly imports a motor vehicle (including a motorcycle) or engine may be fined up to \$44,539 per vehicle or engine (42 USC 7524), and may be subject to forfeiture of the entire importation bond, if applicable (40 CFR 85.1513), and the U.S. Customs Service may seize the vehicle or engine (19 CFR 162.21).

**Description and Declaration of Motor Vehicle or Motor Vehicle Engine (Note: Heavy-duty Engines must use form 3520-21)**

1. Port code:	2. Entry date: (mm/dd/yyyy)	3. Customs entry number:	4. Vehicle Identification Number (VIN), engine serial number, or Engine Family/Test Group Name:
5. Manufacture date (mm/yyyy):		6. Manufacture (make):	7. Model:
8. ICI imports only, codes A, C, J, Z:			9. EPA Exemption Number, required for codes L, G, I, K, O:

**Names, Addresses, and Telephone Numbers of Relevant Parties**

**Certification:** I certify that I have read and understand the purpose of this form, the penalties for falsely declaring information, or for providing misleading information, or for concealing a material fact. The information I have provided is correct, and all required attachments are appended to this form. I authorize EPA Enforcement Officers to conduct inspections or testing permitted by the Clean Air Act. I am the owner, importer, or agent for the owner or importer.

10. Importer (code B: must be certificate holder or their agent for shipments of new vehicles prior to introduction into commerce; codes A, C, J, Z: must be ICI):	11. Owner:	12. Storage contact:	13. Signature: 
			14. Date:
			15. Name, company and phone (type or print):

**U.S. conforming and "identical" vehicles**

- ☐ **code B - U.S. certified** - unmodified vehicle bearing a U.S. EPA emission control label in engine compartment (or on motorcycle frame) in English.
- ☐ **code F - U.S. certified, catalyst restoration** - U.S. certified vehicle as described above, except that the catalyst, oxygen sensors or fuel filler neck restrictor were removed or damaged. The importer attests that the catalyst and oxygen sensors and fuel filler neck restrictor, as applicable, will be re-installed or replaced after importation. If leaded gasoline was used, the importer attests that after importation (1) the fuel tank will be drained and refilled with unleaded gasoline, (2) the catalyst and oxygen sensors, if they were left on the vehicle during use of the leaded gasoline, will be replaced, and (3) the fuel filler neck restrictor will be checked and replaced as necessary. No bond or EPA approval is required.
- ☐ **code EE - identical in all material respects to a U.S. certified version** - either 1) Canadian vehicle (proof required e.g. Canadian emission control label, registration or title, or letter from the U.S. or Canadian manufacturer representative on letterhead verifying manufacture for sale in Canada) or 2) vehicle from any country with letter attached to this form from the manufacturer's U.S. representative on letterhead (not a dealer or mechanic) stating that the vehicle is identical to a U.S. EPA certified version with respect to emissions. The importer attests that vehicle is being imported for purposes other than resale or lease. For import of "identical" Canadian vehicles for resale, use code FF.
- ☐ **code FF - Canadian "identical" models imported for resale or lease** - Canadian vehicle as described above appearing on EPA list of Canadian "identical" models, imported for resale or lease. The importer attests that the importer will satisfy applicable labeling, warranty and CAFE requirements as specified by EPA.

**EPA exempted vehicles**

- ☐ **code M - miscellaneous exemption**, either 1) Canadian vehicle as described above (proof required) and the importer is either permanently emigrating to the U.S. or will reside in the U.S. for greater than one year under a worker or student visa, or 2) Canadian vehicle received by U.S. resident through inheritance, or 3) EPA hardship letter based on unforeseen and extraordinary circumstances is attached to this form.
- ☐ **code E - vehicle at least 21 years old** (calendar year of manufacture subtracted from year of importation) and in original unmodified configuration is either exempted or excluded from EPA emission requirements, depending on age. Vehicles at least 21 years old with replacement engines are not eligible for this exemption unless the replacement engine is the same model as originally installed, or an engine with any aftertreatment from a certified vehicle no older than the one being imported. Customs may require proof of vehicle age.





United States  
Environmental Protection Agency

Excluded vehicles

- ☐ **code L** - racing vehicle as determined by EPA and may not be registered or licensed for use on or operated on public roads or highways (40 CFR 85.1511(e)). EPA letter of approval must be attached to this form.
- ☐ **code U** - 2005 model year (or older) motorcycle, scooter or moped with engine displacement less than 50cc and with rated speed greater than 5000 rpm.
- ☐ **code W** - non-chassis-mounted engine to be used in a light-duty vehicle or light-duty truck or motorcycle which is currently covered by an EPA certificate or will be covered by an EPA certificate prior to introduction into commerce.
- ☐ **code Y** - unregulated fuel - a vehicle that: (1) for model years earlier than 1991 operates on fuel other than gasoline or diesel fuel, or (2) for 1991-1996 model years operates on fuel other than gasoline or diesel or methanol fuel, or (3) for 1997 and later model years operates on fuel other than gasoline or diesel or methanol or ethanol or compressed natural gas (CNG) or liquid petroleum gas (LPG), including propane. This exemption does not apply to 2004 and later model year vehicles.

Temporary imports

- ☐ **code G** - imported for repair or alteration in accordance with 40 CFR 85.1511(b)(1). May not be registered or licensed for use on, or operated on public roads or highways, or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- ☐ **code I** - imported for testing purposes in accordance with 40 CFR 85.1511(b)(2). May not be registered or licensed for use on or operated on public roads or highways (except operation that is integral to the purpose of the testing program) or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- ☐ **code K** - imported for display (solely for public or business purposes, and not for private purposes or U.S. market sales promotions) in accordance with 40 CFR 85.1511(b)(4). May not be registered or licensed for use on or operated on public roads or highways (except operation that is integral to the purpose of the display) or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- ☐ **code N** - imported by member of the armed forces or personnel of a foreign government on assignment to the U.S., for whom free entry has been authorized in writing by the U.S. Department of State, or a member of the armed forces of a foreign country with official orders for duty in the U.S.
- ☐ **code O** - imported by nonresident for personal use by an individual for a period up to a year. EPA letter of approval must be attached to this form.

Independent commercial importer (ICI) imports

- ☐ **code A** - imported by an ICI for modifications in accordance with a valid EPA certificate of conformity issued for the specific make, model, and model year in accordance with 40 CFR 85.1505.
- ☐ **code C** - imported by an ICI for modification and testing in accordance with 40 CFR 85.1509. Vehicle must be at least 6 years old.
- ☐ **code J** - imported by an ICI for the purpose of pre-certification testing in order to obtain an EPA certificate of conformity. No EPA approval is required. The ICI has 180 days to obtain a certificate or export (40 CFR 85.1511(b)(3)). Customs bond required.
- ☐ **code Z** - imported by an ICI for the purpose of modifying to be identical to an original equipment manufacturer (OEM) certified version in accordance with written instructions from the OEM that are specific to the vehicle being imported.

OEM imports

- ☐ **code H** - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on EPA list of OEM certificate holders provided to Customs, for research, development or testing purposes in accordance with 40 CFR 85.1706. This is a temporary exemption without time limit. If the vehicle is subsequently covered by an applicable EPA certificate of conformity, it is released from the restrictions of this exemption.
- ☐ **code Q** - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on EPA list of OEM certificate holders provided to Customs, for storage pending receipt of the applicable EPA certificate of conformity, which is pending and imminent. Use of this code is no longer permitted once EPA has issued the applicable certificate of conformity.

U.S. Department of Transportation Requirements

**Note:** Importers of vehicles that are primarily manufactured for use on public roads must also file an HS-7 Declaration form to identify the basis for the vehicle's admission under the laws administered by the U.S. Department of Transportation. For more information, see [www.nhtsa.dot.gov/cars/rules/import/](http://www.nhtsa.dot.gov/cars/rules/import/).

Paperwork Reduction Act Notice

This information is collected to ensure that motor vehicles and engines imported into the U.S. conform with applicable emission requirements. Responses to this collection are mandatory (40 CFR 85.1501 et seq., and Clean Air Act Sections 203 and 208). Information submitted to the Agency under a claim of confidentiality will be safeguarded according to policies set forth in Title 40, Chapter 1, Part 2, Subpart B. The public reporting and recordkeeping burden for this collection of information is estimated to average 30 minutes per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.



## Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards

OMB No. 2127-0002  
Exp. 09-30-2022  
Public Law 100-562  
49 U.S.C. Chap. 301

[illegible]

1. The vehicle is 25 or more years old or the equipment item was manufactured on a date when no applicable Federal Motor Vehicle Safety Standard or Theft Prevention Standard was in effect.

Date of manufacture: \_\_\_\_\_ [591.5(i)]

2A. The vehicle or equipment item conforms to all applicable Federal Motor Vehicle Safety Standards (or the vehicle does not conform solely because readily attachable equipment items that will be attached to it before it is offered for sale to the first purchaser for purposes other than resale are not attached), and Bumper and Theft Prevention Standards, and bears a certification label or tag to that effect permanently affixed by the original manufacturer to the vehicle or affixed by the manufacturer to the equipment item or to its delivery container in accordance with applicable National Highway Traffic Safety Administration (NHTSA) regulations. [591.5(b)]

2B. The vehicle was certified by its original manufacturer as conforming to all applicable Canadian motor vehicle safety standards and its original manufacturer confirms that the vehicle conforms to all applicable U.S. Federal Motor Vehicle Safety, Bumper, and Theft Prevention Standards (or that it conforms to all such standards except for the labeling requirements of Standards Nos. 101 and 110 or 120, and/or the specifications of Standard No. 108 relating to daytime running lamps), and the vehicle is not a salvage motor vehicle, a repaired salvage motor vehicle, or a reconstructed motor vehicle, and I am importing it for personal use. [591.5(g)].

**Attachment:** Copy of manufacturer's confirmation letter.

3. The vehicle does not conform to all applicable Federal Motor Vehicle Safety and Bumper Standards but does conform to applicable Federal Theft Prevention Standards, but I am eligible to import it because NHTSA has determined that the model and model year of the vehicle to be imported is eligible for importation into the United States, and the vehicle is not a salvage motor vehicle or a reconstructed motor vehicle, and I have furnished a bond, which is attached to this declaration, in an amount equal to 150 percent of the entered value of the vehicle as determined by the Secretary of the Treasury. If the Administrator of NHTSA determines that the vehicle has not been brought into conformity with all such standards within 120 days after importation, then I state that I will deliver such vehicle to the Secretary of Homeland Security for export, or abandon it to the United States [591.8]; and that

a. I have registered with NHTSA pursuant to 49 CFR Part 592 and such registration is not suspended and has not been revoked; or

b. I have executed a contract or other agreement, which is attached to this declaration, with an importer who has registered with NHTSA and whose registration is not suspended and has not been revoked. [591.5(f)]

**Attachments:** Copy of DOT Bond; and  
Copy of Contract with a Registered Importer, if applicable.

4. The vehicle or equipment does not conform to all applicable Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards, but is intended solely for export and is labeled for export on the vehicle or equipment item, and the outside of any container of the vehicle or equipment item bears a label or tag to that effect. [591.5(c)]

5. The vehicle or equipment does not conform to all applicable Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards, but I am eligible to import it because all of the following conditions exist:

a. I am a nonresident of the United States and the vehicle is registered in a country other than the United States;

b. I am temporarily importing the vehicle for personal use for a period not to exceed 1 year, and will not sell it during that time; and

c. I will export it not later than the end of 1 year after entry, and the declaration contains my passport number and country of issue. [591.5(d)]

d. Passport No. \_\_\_\_\_ Country of Issue \_\_\_\_\_

6. The vehicle does not conform to all applicable Federal Motor Vehicle Safety, Bumper, and Theft Prevention Standards, but I am eligible to import it because all of the following conditions exist:

a. I am a member of a foreign government on assignment in the United States, or a member of the Secretariat of a public international organization so designated under the International Organizations Immunities Act, and within the class of persons for whom free entry of motor vehicles has been authorized by the Department of State;

b. I am importing the vehicle on a temporary basis for my personal use, and will register it through the Office of Foreign Missions of the Department of State;

c. I will not sell the vehicle to any person in the United States, other than a person eligible to import a vehicle under this paragraph;

d. I will obtain from the Office of Foreign Missions of the State Department, before departing the United States at the conclusion of a tour of duty, an ownership title to the vehicle good for export only; and

e. I have attached a copy of my official orders. [591.5(h)(1)]

Name of Embassy: \_\_\_\_\_

**Attachment:** Copy of Official Orders.

7. The vehicle or equipment does not conform to all applicable Federal Motor Vehicle Safety and Bumper Standards, but is being imported solely for the purpose of research, investigations, demonstrations or training, or competitive racing events, and I state that I will comply with the applicable restrictions on importers of such merchandise as specified in 49 CFR 591.7 and I will provide the Administrator with documentary proof of export or destruction not later than 30 days following the end of the period for which the vehicle has been admitted into the United States. [591.5(j)]

**Attachment:**

a. Copy of NHTSA permission letter if the importer is not an original manufacturer of motor vehicles (or a wholly-owned subsidiary thereof) that are certified to conform to all applicable Federal Motor Vehicle Safety Standards (FMVSS). Use on the public roads must be authorized specifically. [591.6(f)(1) or (2)]; or

b. Importer's statement describing the use to be made of the vehicle or equipment item if the importer is an original manufacturer of motor vehicles (or a wholly-owned subsidiary thereof) that are certified to conform to all applicable FMVSS. If use on the public roads is an integral part of the purpose for which the vehicle or equipment item is imported, the statement shall describe the purpose that makes such use necessary, state the estimated period of time during which use of the vehicle or equipment item on the public roads is necessary, and state the intended means of final disposition (and disposition date) of the vehicle or equipment item after completion of the purpose for which it is imported. [591.6(f)(3)]

8. The vehicle was not manufactured primarily for use on the public roads and thus is not a motor vehicle subject to the Federal Motor Vehicle Safety, Bumper, and Theft Prevention Standards or the equipment item is not a system, part, or component of a motor vehicle and thus is not an item of motor vehicle equipment subject to the Federal Motor Vehicle Safety Standards. [591.5(a)]

**Attachment:** Importer's statement substantiating that the vehicle was not manufactured for use on the public roads, other than the equipment item was not manufactured for use on a motor vehicle or is not an item of motor vehicle equipment. [591.6(a)]

9. The vehicle or equipment item requires further manufacturing operations to perform its intended function, other than the addition of readily attachable equipment items such as mirrors, wipers, or tire and rim assemblies, or minor finishing operations such as painting, and any part of such vehicle that is required to be marked by the Theft Prevention Standard is marked in accordance with that standard. [591.5(e)]

**Attachment:** For a vehicle, a copy of the Incomplete Vehicle Document, issued by the incomplete vehicle manufacturer, providing guidance on completing the vehicle so that it conforms to all applicable Federal Motor Vehicle Safety Standards (FMVSS). For an equipment item, a statement issued by the item's manufacturer identifying the applicable FMVSS to which the item does not conform and describing the further manufacturing required for the item to perform its intended function. [591.6(b)]

10. The vehicle does not conform to all applicable Federal Motor Vehicle Safety and Bumper Standards but is being imported solely for the purpose of show and display, and I state that I will comply with all applicable restrictions on importers of such vehicles as specified in 49 CFR 591.7. [591.5(j)].

**Attachment:** Copy of NHTSA Permission Letter.

11. The equipment item is subject to the Theft Prevention Standard and is marked in accordance with the requirements of 49 CFR Part 541. [591.5(k)]

12. The vehicle does not conform to all applicable Federal Motor Vehicle Safety, Bumper, and Theft Prevention Standards, but I am eligible to import it because all of the following conditions exist:

a. I am a member of the armed forces of a foreign country on assignment in the United States;

b. I am importing the vehicle on a temporary basis, and for my personal use;

c. I will not sell the vehicle to any person in the United States, other than a person eligible to import a vehicle under this paragraph;

d. I will export the vehicle upon departing the United States at the conclusion of my tour of duty; and

e. I have attached a copy of my official orders. [591.5(h)(2)]

**Attachment:** Copy of Official Orders.

13. The vehicle does not conform to all applicable Federal Motor Vehicle Safety and Bumper Standards, but does conform to applicable Federal Theft Prevention Standards, and I am eligible to import it because I am registered with NHTSA pursuant to 49 CFR Part 592 and such registration is not suspended and has not been revoked, I have informed NHTSA that I intend to petition, or I have petitioned, that agency to decide that the vehicle to be imported is eligible for importation, and NHTSA has granted me permission in writing to import the vehicle for that purpose. If the Administrator of NHTSA dismisses my petition, or decides that the vehicle is not eligible for importation, or if I withdraw my petition or I fail to submit a petition covering the vehicle within 180 days from the date of entry, then I state that I will deliver such vehicle, unless it is destroyed, to the Secretary of Homeland Security for export, or abandon it to the United States, within 30 days from the date of the dismissal, denial, or withdrawal of my petition, as appropriate, or within 210 days from the date of entry if I fail to submit a petition covering the vehicle. If the Administrator of NHTSA grants my petition, then I state that within 15 days from the date that I am notified of that decision, I will furnish a bond, in an amount equal to 150 percent of the entered value of the vehicle as determined by the Secretary of the Treasury, unless the vehicle is destroyed, to ensure that I will bring the vehicle into

**EPA Requirements:** Importers of motor vehicles/engines and nonroad vehicles/engines/equipment must also submit EPA form 3520-1 or 3520-21 to U.S. Customs and Border Protection to identify the basis for importation into the United States and U.S. territories under the laws administered by the United States Environmental Protection Agency. For more information, please see [www.epa.gov/otaq/imports/index.htm](http://www.epa.gov/otaq/imports/index.htm).

NAME OF IMPORTER (Please type)	IMPORTER'S ADDRESS (Street, City, State, Zip Code)	
NAME OF DECLARANT (Please type)	DECLARANT'S ADDRESS	
DECLARANT'S CAPACITY	DECLARANT'S SIGNATURE	DATE SIGNED

**PAPERWORK REDUCTION ACT STATEMENT:** A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2127-0002. The information collected on this form is necessary to import a motor vehicle or motor vehicle equipment into the United States. We estimate that it will take approximately 5 minutes to complete the form. The information collected is mandatory under 49 CFR 591.5. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, National Highway Traffic Safety Administration, 1200 New Jersey Ave., S.E., Room W45-205, Washington, DC, 20590.

**PRIVACY ACT OF 1974 COMPLIANCE INFORMATION:** The following information is provided in accordance with 5 U.S.C. 522a(e)(3) and applies to this form. The information required on this form is required by 49 U.S.C. Chapters 301, 325 and 331. This information is used by the U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA) to monitor the importation of motor vehicles and motor vehicle equipment to ensure compliance with Federal Motor Vehicle Safety Standards, Bumper Standards and Theft Prevention Standards. The records may be routinely used by the cited agencies, the Environmental Protection Agency, and State Divisions of Motor Vehicles. In instances of alleged fraud, records may be used by law enforcement agencies. Failure to provide the required information will result in the refusal of entry of the vehicle(s) or equipment into the United States.



**Atlas Canada**  
485 North Service Road East  
Oakville, ON L6H 1A5  
905-844-0701 or 1-800-267-3783  
[www.atlasvanlines.ca](http://www.atlasvanlines.ca)

A young girl with long brown hair is smiling and looking towards the camera. She is wrapped in a large American flag, with the stars and stripes visible. The background is a blurred outdoor setting with greenery and a building.

For a free moving quote,  
go to [atlasvanlines.ca](http://atlasvanlines.ca)  
or call us at 1-800-268-5051