

Checklist for Canadian Imports for Dealer Re-Sale

(3-7-16)

Note: The following list is a set of guidelines for processing vehicles being imported from Canada. It has not been endorsed by DHS/Customs & Border Protection (CBP), and their requirements and ITD's are subject to change.

1. Title Application
2. Original Canadian Registration or new vehicle information statement (NVIS)
3. Release(s) of interest from all prior owner(s) e.g. assignment on Canadian registration, bill of sale (original, or certified or verified copy; must include full vehicle description including VIN)
4. Lien search report from province in which vehicle was last registered, or indemnifying affidavit (form ITD-3410) certifying lien status. If lien search report lists any lien, a lien release from that lienholder (original or verified copy) must also be submitted.
5. U.S. Customs documents (original or certified/verified copy)
 - a. Includes all vehicle info
 - b. Includes US Customs stamp (not required if dated between 12/20/15 and 1/16/16)
 - c. Some examples include:
 - Entry Summary (CSB Form 7501)
 - Entry/Immediate Delivery (CSB Form 3461)
 - Entry And Manifest Of Merchandise Free Of Duty (CBP Form 7523)
 - Declaration for Free Entry of Unaccompanied Articles (CBP Form 3299).
6. Evidence vehicle meets FMVSS [Idaho Code 49-123 (2)(h)]. One of the following:
 - a. DOT Bond Release.
 - b. Photo of manufacturer's FMVSS certification decal (typically found on vehicle's driver side door or door jamb).
 - c. Letter from manufacturer stating compliance with all FMVSS with no exceptions.
 - d. Indemnifying affidavit (form ITD-3410) signed by Registered Importer certifying FMVSS compliance. If this affidavit is provided rather than item 6a, 6b, or 6c, the title will be issued with the notation "DOT BOND RLS PENDNG". (If this affidavit is provided and the lien status language has not been lined out, it satisfies requirement #4 above.)

Please note, though some U.S. Customs stamps previously indicated a vehicle met FMVSS, per recent discussions, they no longer will provide this.)

7. VIN inspection. May be completed by any peace officer, licensed Idaho dealer, or county assessor MV deputy.
8. Odometer Conversion Statement signed by odometer conversion shop indicating device now displays miles rather than kilometers, if applicable. Required when all of the following are true:
 - The vehicle is not exempt from odometer disclosure requirements.
 - The odometer has been converted from kilometers to miles.
 - The current mileage reading is less than the previous kilometer reading.
 - The odometer status is "Actual."

The statement must include the year, make, vehicle identification number, and the original reading in kilometers as well as the mileage to which the new speedometer assembly was set. The statement is completed by the technician who did the work.