



### NOTICE OF PENALTY ASSESSMENT

PROTECTED **B** when completed

Notice Date	Penalty Assessment Number	Penalty Amount	Office Code
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Client Customs Account Name/Address

[ ]

[ ]

Legal Name

Client Identifier

Penalty Amount

Line Object Code

Reason for Penalty Assessment

The information you provide in this document is collected under the authority of **Section 109.1(1)** of the **Customs Act** for the purposes of issuing an **Administrative Monetary Penalty System (AMPS)** monetary penalty resulting from contraventions of the **Customs Act**, the **Customs Tariff** and/or the **Special Import Measures Act (SIMA)** and the regulations made thereunder. The information may be disclosed internally for the purposes of verification of client trade documentation and for the purposes of risk assessment. The information may be disclosed externally to the **Royal Canadian Mounted Police (RCMP)** for the purposes of issuing of AMPS penalties.

Failure to provide the information requested may result in the goods being detained until such time as the information requested on the form is provided to the CBSA. Individuals have the right of access to and/or can make corrections of their personal information under the **Privacy Act**. The information collected is described within Info Source under the **Administrative Monetary Penalty System (AMPS) Program Personal Information Bank CBSA PPU 001** which is detailed at <http://www.cbsa-asfc.gc.ca/trade-commerce/amps/#rev>



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#### 1) Contravention **C**

Contravention

Legislative / Regulatory Authority

Penalty Calculation Information

Related Information



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## 2) Contravention C

Contravention

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**Payment**

Please remit the amount of \_\_\_\_\_ Canadian, payable to the Receiver General for Canada. The CBSA will accept remittances in Canadian and/or United States (U.S.) currencies only. No other foreign currency shall be accepted.

The CBSA will accept payment in Canadian or U.S. currency in the form of cash, debit card, credit cards (up to a limit of CAN\$500), such as Visa, MasterCard and American Express, money orders, travellers cheques, and certified cheques.

Uncertified cheques will be accepted if a client has posted a security bond for "Acceptance of Uncertified Cheques" and in addition, if they are written in U.S. currency, CBSA will accept them in payment only if they are drawn on a Canadian financial institution and are printed and stamped with the notation "U.S. Dollar Account".

Your payment may be made by mail at the issuing office listed on the last page of this Notice of Penalty Assessment (NPA) or at any CBSA office, or in person at locations where a CBSA office is open to the public. A copy of this notice must accompany your payment.

When the NPA is issued to a Business Number with RM account number, the payment can be made via online banking subject to the transaction limitations of your financial institution.

Please note penalty payments must be applied to the account number to which the NPA was issued.

If you use the services of a customs broker, please ensure only one payment is made.

CSA Clients: Your payment may be made on the BSF645, CSA Remittance Voucher to a financial institution named in section 3.5 of the *Customs Act* and amounts must be included for transmission on the Revenue Summary Form. A copy of this notice must be retained for your records.

All clients have an obligation under section 109.4 of the *Customs Act* to pay in full the penalty assessment served upon them. If payment is not received within 30 days from the date of this notice, the amount will be subject to interest at the prescribed rate beginning the date following the date of this notice. For more information on the applicable rates of interest and the calculation of such interest, please refer to CBSA's website at:

<http://www.cbsa-asfc.gc.ca/tools-outils/cicp-pcid/menu-eng.html> Calculation of Interest Program and

<https://apps.cbsa-asfc.gc.ca/ebci/cmcp/irt-tti.htm?lang=en> Interest Rate Tables.

**Review of Enforcement Action Correction**

If you believe that the action taken was incorrect you may contact the issuing Canada Border Services Agency office within 90 days from the date on this notice (see below for address). Errors must be evident to both parties and would include, but are not limited to, errors in calculation, contravention type or amount of penalty. For more information on how to file a request for Correction, please refer to CBSA's website at:

<http://www.cbsa-asfc.gc.ca/trade-commerce/amps/#rev>

**Redress**

The *Customs Act* provides an avenue of appeal to dispute an enforcement action taken. If you believe the penalty assessment has been applied inappropriately, you may request a decision of the Minister. The request must be submitted directly to the Recourse Directorate, 355 North River Road 11th Floor, Tower A, Ottawa ON K1A 0L8, within 90 days from the date of this Notice of Penalty Assessment. You can also request a review of a CBSA decision on line. Just go to E-Appeals for the electronic form relating to enforcement actions. For more information on how to file a request for Review or for an Appeal, please refer to CBSA's website at:

<http://www.cbsa-asfc.gc.ca/recourse-recours/howto-commentfaire-2-eng.html>

**Penalty Reinvestment Agreement (PRA)**

If you can demonstrate that the penalty assessment was the result of a systematic problem affecting your commercial information system or related processes and you are prepared to invest in corrective measures to remedy the problem, you may be eligible for a PRA. The request for a PRA must be submitted in writing to the Canada Border Services Agency (CBSA) Recourse Directorate, 355 North River Road 11th Floor, Tower A, Ottawa ON K1A 0L8, within 90 days from the date of this Notice of Penalty Assessment. An agreement to reinvest a full or partial penalty amount will only be granted under certain conditions and after the CBSA has verified that the corrective measures are effective in achieving compliance.

**Issuing Office / Address**

**Issuing Officer**