



## IMPORTER REQUEST FOR INFORMATION

Information requested under the *Special Import Measures Act* concerning the **Canada Border Services Agency's** dumping and subsidy investigations of

### CERTAIN ALUMINUM EXTRUSIONS ORIGINATING IN OR EXPORTED FROM CHINA

**PERIOD OF INVESTIGATION:** The *Period of Investigation* relates to *subject goods* imported into Canada during the period from **January 1, 2007 to June 30, 2008**

**RETURN YOUR RESPONSE TO:** Canada Border Services Agency  
Anti-dumping and Countervailing Program  
SIMA Registry and Disclosure Unit  
100 Metcalfe Street, 11<sup>th</sup> Floor  
Ottawa, Ontario, Canada  
K1A 0L8

**DUE DATE FOR RESPONSE:** Your complete response must be received by **September 15, 2008**.

**FOR FURTHER INFORMATION:** Contact one of the following officers by telephone:

Rob Wright (613) 954-1643  
Matthew Lurette (613) 954-7398  
Gilles Bourdon (613) 954-7262

Fax: (613) 948-4844

Or by e-mail at:  
[simaregistry@cbsa-asfc.gc.ca](mailto:simaregistry@cbsa-asfc.gc.ca)

#### ***IMPORTANT NOTE***

**Information provided is deemed to be public (non-confidential)  
unless clearly marked CONFIDENTIAL.  
Refer to the Instructions section for further information.**

## TABLE OF CONTENTS

SUBJECT GOODS.....	3
INSTRUCTIONS.....	4
GLOSSARY .....	8
TREATMENT OF CONFIDENTIAL & NON-CONFIDENTIAL INFORMATION.....	11
NON-CONFIDENTIAL STATEMENT.....	16
<b>PART I</b> .....	17
SECTION A: All Imports .....	18
SECTION B: Imports From Associated Exporters.....	21
APPENDIX A.....	23
APPENDIX B .....	29
<b>PART II</b> .....	30
SECTION A.....	32
SECTION B .....	34
APPENDIX C .....	37
APPENDIX D.....	38
REQUEST FOR INFORMATION CHECKLIST .....	39

## Foreword

The Canada Border Services Agency (CBSA) sent your company this Request for Information (RFI) because you were identified as a possible importer of the goods that we are investigating. We are asking for certain information and documents to determine if the goods that your company imported into Canada were *dumped* and/or *subsidized*.

## Glossary

This RFI contains a glossary that provides an explanation of the italicized and bolded words and terms, for example *dumped*.

## Contact Us

Contact one of the officers listed on the cover page by fax or e-mail listed on the cover page, by **September 8, 2008**, and let us know if your company will be participating in these investigations by providing a response to this RFI.

**If your company is not going to participate in these investigations by providing a response to the RFI**, we would like to have the name of a contact person in your company, to send future required mailings of importance for your imports. Please verify your company's mailing address as well.

If you have any questions or would like more information, contact any of the officers identified on the cover page.

## SUBJECT GOODS

### Product Definition

For the purpose of these investigations, the subject goods are defined as:

“Aluminum extrusions produced via an extrusion process, of alloys having metallic elements falling within the alloy designations published by The Aluminum Association commencing with 1, 2, 3, 5, 6 or 7 (or proprietary or other certifying body equivalents), with the finish being as extruded (mill), mechanical, anodized or painted or otherwise coated, whether or not worked, having a wall thickness greater than 0.5 mm., with a maximum weight per meter of 22 kilograms and a profile or cross-section which fits within a circle having a diameter of 254 mm., originating in or exported from the People's Republic of China.”

## Classification of Imports

The subject goods are typically classified under the Harmonized System (HS) Headings 76.04 and 76.08, under the following HS Codes:

7604.10.11.10	7604.10.20.29	7604.29.12.29
7604.10.11.90	7604.10.20.30	7604.29.20.11
7604.10.12.11	7604.21.00.10	7604.29.20.19
7604.10.12.19	7604.21.00.20	7604.29.20.21
7604.10.12.21	7604.29.11.10	7604.29.20.29
7604.10.12.22	7604.29.11.90	7604.29.20.30
7604.10.12.23	7604.29.12.11	7608.10.00.10
7604.10.12.24	7604.29.12.19	7608.10.00.90
7604.10.12.29	7604.29.12.21	7608.20.00.10
7604.10.20.11	7604.29.12.22	7608.20.00.90
7604.10.20.19	7604.29.12.23	
7604.10.20.21	7604.29.12.24	

## INSTRUCTIONS

### Confidential and Non-Confidential Information

Description of the treatment of confidential and non-confidential information submitted to the CBSA in connection with proceedings under the *Special Import Measures Act* (SIMA) is provided on pages 12 to 17 of this RFI

It should be noted that confidential information submitted to the CBSA will be disclosed to independent counsel for other parties in these investigations on request. The section referred to in these pages of the RFI outlines the instances where the CBSA will disclose confidential information submitted by parties. As well, if your company submits confidential information to the CBSA and the requirements that are therein outlined are not fulfilled, your information cannot be used in these investigations.

You are advised to review the content of pages 12 to 17 of the RFI for additional information respecting the CBSA's treatment of confidential and non-confidential information.

### How to Respond to this RFI

#### 1. Format For Written Responses

Your responses to the RFI should be clear and complete. Complete responses will allow us to fully understand your information and will provide better results for your company. If a question does not apply to your company, explain why it does not apply.

If you feel you are unable to answer all or part of a request, or require clarification of the meaning of a request, please contact one of the officers identified on the cover page.

When preparing your response, copy the question from the RFI and then put your full response below the question. To help you in preparing your response in this format, we can provide you with an electronic copy of this RFI. If you would like an electronic copy, contact one of the officers listed on the front page and we will send it to you immediately.

We ask that you:

- type your response, print and copy on one side of the paper only;
- reduce any oversize documents to standard letter or legal size paper, if possible;
- do not staple the pages, instead use paper clips or elastics to hold your reply together; and
- number all of the pages in order, including the appendices and attachments.

Provide all costs, charges and prices in the currency in which they occurred and identify the currency.

Your response must be in either English or French. Provide any material that you have used to prepare your response in its original language and provide a translation in either English or French.

## **2. Electronic Responses Format**

NOTE: provide a copy of these “Electronic Responses Format” guidelines to others when requesting them to provide you with softcopies.

If your company cannot provide information in any of the electronic formats requested below, contact one of the officers listed on the cover page and we will try to find other options. You can also contact any of the officers if you have questions on how to prepare your electronic responses.

Use the YYYY/MM/DD format for all dates. For example, write August 12, 2006 as 2006/08/12.

All softcopies must be compatible with **Microsoft Office**, i.e. Excel or Access for databases or Word for texts.

You can submit softcopies using **compact discs (CDs)** or **diskettes**.

### **CHECK ALL FILES FOR VIRUSES BEFORE SENDING**

You can submit files in a **compressed format** using WinZip version 8.1 or compatible. If you send us information in a compressed format, provide a list of all of the electronic files you are

submitting. Include the file name, file type, number of records and the RFI request number that the file answers.

Remember to provide a paper copy of all the information you provide electronically.

### **3. Number of Copies Required**

Provide an original plus two (2) printed, photocopy ready, copies of the confidential version and an original plus one (1) printed, photocopy ready, copy of the non-confidential version of your response. The original confidential and non-confidential copies must include all appendices as described in this RFI. The other two confidential copies and the non-confidential copy can consist of only a cover page for each Appendix, indicating that a hard copy of the appendix has been included with the original copy.

A submission without the required copies or a non-confidential version of the submission is an incomplete response.

Also provide two (2) copies of any information you are submitting in electronic format. Affix labels to all diskettes and compact discs, describing the contents and indicating whether the material is confidential or non-confidential. All diskettes must be checked for computer viruses and certified that they are virus free before being forwarded to the CBSA.

A complete copy of your submission must be maintained at your company's premises, in case an on-site verification of your submission is done.

### **Verification Meeting**

It may be necessary for us to verify the information in your reply. You must provide a complete reply, which includes all of the documents requested, before we will conduct a verification meeting. After we receive your reply, if a visit is required, we will contact you to arrange a time and the appropriate location at your premises.

The purpose of the meeting is to verify the information provided. It is not a second opportunity for your company to provide new or additional information.

### **Source Documents**

You should keep all source documents and working papers, used to prepare replies to this RFI, for examination during a verification meeting. We may require that photocopies be made of selected source documents.

## **Counsel or Consultant**

If your company has hired counsel or a consultant to represent you, we need a letter of authorization from your company. This letter of authorization will allow us to discuss confidential information, release confidential material and provide copies of all correspondence about your company to your representative. We will not discuss any confidential matters about your company with your representative until a letter of authorization has been provided to us.

## **Results of the Investigations**

We will provide your company with the results of our investigations. We will explain how your company's imports will be affected and give instructions for importing subject goods.

## GLOSSARY

Associated, Associated Exporter, Associated Customer	<i>Persons</i> or companies <i>related</i> to each other, or that do not deal with each other at arm's length. For example, individuals are related by blood, marriage or adoption. Companies directly or indirectly controlled by the same person, or by the same company, that are not dealing with each other at arm's length.
Brokerage Fees	The amount paid to a customs broker for import or export services.
Cash Discount	This is a discount to the selling price of the goods, given to customers for the early payment of invoices. It is also called a prompt payment discount. Example: 2% 10, net 30 days.
Date of Sale	The date of sale is the date that the parties establish the material terms of <i>sale</i> . This is usually the date the order is confirmed. In some situations, the date of the contract or invoice may be the date of sale, if this is when the material terms of the sale were established. If any of the terms of sale are subsequently revised, the date of the revision becomes the date of sale.
Date of Shipment	The date of shipment is the date the goods began their continuous journey from the vendor to the customer.
Discount or Factor Accounts Receivable	The sale, usually at a discount, of a company's accounts receivable.
Dumped	Dumped means that the <i>normal value</i> of the goods exceeds the <i>export price</i> .
Export Price	Export price is the price assigned to a product exported to Canada. Export price is the usually the lesser of the exporter's adjusted selling price for the goods, or the Canadian importer's adjusted purchase price. In certain circumstances, export price is the resale price in Canada of imported goods, to unrelated purchasers, deducting expenses and an amount for profit.
Freight	All costs, charges and expenses associated with shipping products by air, water, or overland by rail or truck. The costs, charges and expenses associated with shipping products by land may sometimes include the charges and expenses associated with inland waterways. These costs may be requested separately in the appendices.
Identical Goods	Identical goods are goods that are identical in all respects to the <i>subject goods</i> exported to Canada.
Like Goods	Like goods are goods in the exporter's domestic market that are identical in all respects to the goods exported to Canada. If there are no <i>identical goods</i> , like goods are goods with similar characteristics and uses – <i>similar goods</i> .

Ministerial Specification	A Ministerial specification is a method used to determine <i>normal value</i> , <i>export price</i> or amount of <i>subsidy</i> , when the regular methods do not apply. It is often used when an exporter does not cooperate in an investigation, for new products exported to Canada, or when a new exporter begins shipping to Canada.
Product	Product is the generic term used throughout this RFI to identify individual products with various distinct characteristics.
Normal Value	<p>The basis of the normal value is the price at which an exporter sells <i>like goods</i> (typically on a <i>model</i> basis) in their domestic market, for consumption in the ordinary course of trade, to unrelated purchasers. Where the CBSA cannot determine a normal value using domestic selling prices, we calculate a normal value using the total cost of production, plus an amount for administrative, selling and all other costs, and an amount for profit.</p> <p>When the above methods cannot be used, the SIMA provides for alternate methods of calculating normal value. The CBSA may base the normal value on a <i>Ministerial specification</i> in the absence of the required information.</p>
Period of Investigation (POI)	The POI is the period during which <b>importations into Canada</b> will be investigated, to determine if they have been <i>dumped and/or subsidized</i> . For this investigation, the POI is from <b>January 1, 2007 to June 30, 2008</b> .
Person or Persons	Person includes an individual, partnership, corporation or association.
Related	<p><i>Persons</i> are considered to be related if:</p> <ul style="list-style-type: none"> <li>• they are connected by blood relationship;</li> <li>• a person is an officer or director of the other;</li> <li>• a person is an officer or director of the same two corporations, associations, partnerships or other organizations;</li> <li>• they are partners;</li> <li>• one is the employer of the other;</li> <li>• they directly or indirectly control or are controlled by the same person;</li> <li>• one directly or indirectly controls or is controlled by the other;</li> <li>• any other person directly or indirectly owns, holds or controls 5% or more of the outstanding voting stock or shares of each such person or;</li> <li>• one directly or indirectly owns, holds or controls 5% or more of the outstanding voting stock or shares of the other.</li> </ul>

Sale or Sales	Is an exchange of goods, property or services for an agreed sum of money or credit. A sale includes leasing, renting and an irrevocable tender. A sale also includes an agreement to sell, lease or rent.
Similar Goods	Similar goods are goods that are not identical in all respects but have similar uses and characteristics.
Subject Goods	Subject goods are the goods that are subject to this investigation. Subject goods imported into Canada have <i>identical goods</i> or <i>similar goods</i> produced in Canada.
Subsidy	A financial contribution by a government of a country that gives a benefit to persons engaged in the production, manufacture, growth, processing, purchase, distribution, transportation, sale, export or import of goods. A subsidy includes any form of income or price support that gives a benefit.  A subsidy does not include any duty or internal tax that is refunded on export.
Trade Level	Trade level is the level a company occupies in the distribution chain for a product. The most important factor in determining the trade level of a company is the trade level of their customer. An example of typical trade levels is, in order: manufacturer; national distributor; regional distributor; wholesaler; retailer; and end-user.
Transaction Number	The transaction number refers to the Canada Customs Coding Form – B3, for commercial importations. This is a 14-digit number on the form, in Field No. 2.
Warehousing	All costs, charges and expenses associated with storing goods while en route to Canada, such as bonded warehouse fees.

## TREATMENT OF CONFIDENTIAL & NON-CONFIDENTIAL INFORMATION

### Why Provide Confidential and Non-Confidential Information?

The *Special Import Measures Act* (SIMA) requires that confidential information submitted to the CBSA be accompanied by a non-confidential (public) version of the information. The following explains how non-confidential and confidential information will be handled and how to prepare both a confidential and non-confidential submission of your information.

### Treatment of Your Non-Confidential Information

Your non-confidential information will be given to any party that asks for this information for the purposes of the proceeding.

### Treatment of Your Confidential Information

There are certain times when we will release your confidential information: first, to independent counsel for a party to the proceeding; and second, to Canadian courts, tribunals and panels.

1. Confidential information will be provided to independent counsel for a party to the proceeding. Counsel includes any *person* who represents another party in the proceeding and includes legal counsel. A party is a person, or business, that participates in and has a direct interest in the proceeding.

Counsel must ask for the confidential information in writing and must provide a written guarantee to the CBSA stating that they will:

- only use the information in relation to this proceeding;
- not give out the information;
- protect the information;
- not copy the information without the CBSA's permission;
- destroy the information when they are done;
- provide the CBSA with a written notice that the information is destroyed; and
- report any violations or possible violations to the CBSA.

We will not give your confidential information to independent counsel if we believe that it might cause harm to you or your business.

2. Confidential information will be given to the Canadian International Trade Tribunal, any Court in Canada, a Bi-national or a World Trade Organization (WTO) Panel, to act on appeals. These organizations will use your information to fulfill their responsibilities under Canadian law, NAFTA or WTO Agreements. The confidential information is subject to the rules of procedure of the court or panel to which it is provided.

### **Providing Only Non-Confidential Information?**

If you decide that your reply to this RFI does not contain confidential information, every page of your reply should be marked "NON-CONFIDENTIAL". You must make a statement, in a covering letter, that you do not consider any information in your submission to be confidential.

### **Providing Confidential Information?**

If your reply to this RFI contains confidential information, this reply, along with all of the attachments and supporting documents, will be your confidential submission. You must:

1. clearly indicate, by either enclosing the information within square brackets or by shading the information, all confidential information contained in this submission. An example of the each method is provided in the "Non-confidential Edited Version If Providing Confidential Information" section below; and
2. clearly mark "CONFIDENTIAL" on every page of the confidential submission, including all attachments.

If you have a submission with confidential information, for the CBSA to be able to use your information, **you must provide a non-confidential version**. It is important that your non-confidential version is complete, as it will be provided to other parties involved in these investigations if they request it.

Your non-confidential version may be in the form of:

- a non-confidential edited version; or
- a non-confidential summary version, where the edited version would not contain enough information to convey a reasonable understanding of the information submitted in the confidential version

## Non-Confidential Edited Version

An edited version has the confidential information removed, to create a non-confidential version. You must leave enough detail to provide an understanding of the confidential information removed.

In the document shown on page 17 of the RFI, which must be attached with your non-confidential version, you must:

- A) explain briefly the nature of the confidential information removed in your non-confidential version; and
- B) give the reasons why you request that the information be treated confidential, as explained in this part of the RFI.

In the following example, the text indicates the nature of the bracketed [**confidential information**] that has been deleted.

The confidential response to a request may be: The selling price of model ABC to our Canadian distributor was US\$[**25.99**] per unit.

The edited version of this response may be: The selling price of model ABC to our Canadian distributor was US\$[ ] per unit. In this example, the nature of the information removed in the non-confidential version relates to “selling price information”. **NOTE: the spacing between the brackets [ ] should reflect the same spacing as in the confidential version.**

In the following example, the text indicates the nature of the bracketed [**confidential information**] that has been deleted.

The confidential response to a request may be: The selling price of model ABC to our Canadian distributor was US\$**25.99** per unit.

The edited version of this response may be: The selling price of model ABC to our Canadian distributor was US[ ] per unit. In this example, the nature of the information removed in the non-confidential version relates to “selling price information”. **NOTE: the spacing in the shaded area [ ] should reflect the same spacing as in the confidential version.**

As a further example, the following would represent an acceptable edited version of an export sales listing. A sample page for a multi-page listing could look like this:

1	2	3	4	5	6	7
IMPTR	DATSHIP	INVNUM	INVDATE	QUANTITY	EXTSP	NETSP
[ ]	2006/02/16	14064555	2006/02/16	[ ]	[ ]	[ ]
[ ]	2006/03/14	14179020	2006/03/12	[ ]	[ ]	[ ]
[ ]	2006/04/14	14253018	2006/04/16	[ ]	[ ]	[ ]
[ ]	2006/05/09	14474937	2006/05/09	[ ]	[ ]	[ ]
	...	...	...			

Or this:

1	2	3	4	5	6	7
IMPTR	DATSHIP	INVNUM	INVDATE	QUANTITY	EXTSP	NETSP
████	2006/02/16	14064555	2006/02/16	████	████	████
████	2006/03/14	14179020	2006/03/12	████	████	████
████	2006/04/14	14253018	2006/04/16	████	████	████
████	2006/05/09	14474937	2006/05/09	████	████	████
	...	...	...			

### Non-Confidential Summary Version

Where deleting information for a non-confidential edited version would not leave enough detail to provide an understanding of the confidential information removed, a non-confidential summary of the deleted information must be included, describing the confidential information that has been removed.

If you intend to provide a non-confidential summary of an appendix or attachment, the non-confidential narrative would normally be accompanied by at least one (1) sample page, with the confidential data removed, of the related appendix or attachment.

### Review of Non-Confidential Submission

The non-confidential version of your submission will be reviewed by the CBSA to ensure that it is in sufficient detail to convey a reasonable understanding of the substance of the information submitted in the confidential version.

If the CBSA determines that an adequate non-confidential edited version *or* a non-confidential summary of information designated as confidential has not been provided by the respondent, and the respondent fails to justify why it cannot be provided, does not take corrective action or does not submit a revised version, the CBSA will **NOT** use the confidential information provided by

your firm in the proceedings. As a result, the CBSA's determination will be based on the best information available. It is imperative that companies delete only the minimum information necessary to protect their interests and only what is confidential.

**NON-CONFIDENTIAL STATEMENT**

Nature of Information Deleted in the Non-confidential Version and Reasons for Designating Information as Confidential

[Note: this document should be reproduced, completed and signed on the letterhead of your company or of your counsel.]

**Section 1 – Answers to the RFI**

A) Explain briefly the nature of the confidential information removed in your non-confidential version response to the RFI requests.

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B) Reasons why you request that the information be treated confidential, as explained in pages 12 to 16 of the RFI.

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**Section 2 – Appendices, Attachments and Supporting Documents**

A) Explain briefly the nature of the confidential information in Appendices, attachments and supporting documents, removed in your non-confidential version.

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B) Reasons why you request that the information be treated confidential, as explained in pages 12 to 16 of the RFI.

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I, \_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_  
(Print name) (Print Position) (Print name of company)

**Signed:** \_\_\_\_\_

**PART I**

**INFORMATION REQUESTED UNDER  
THE *SPECIAL IMPORT MEASURES ACT* CONCERNING**

**CERTAIN ALUMINUM EXTRUSIONS  
ORIGINATING IN OR EXPORTED FROM CHINA**

## SECTION A: All Imports

Electronic format is required for some of the information requested in this Section. Refer to the Instructions, “Electronic Responses Format”, for guidelines on how to submit electronic information. NOTE: provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

- A1.** Provide your company's complete mailing address (and corporate address if different), telephone and fax numbers.
- A2.** Provide the name and position of the officer in your company responsible for your response to this RFI, their telephone number, fax number and e-mail address.
- A3.**
- a) Indicate the *trade level*, with respect to the subject goods, at which your company operates in Canada, such as manufacturer, national distributor, distributor, retailer or end-user;
  - b) Describe your company's sales responsibilities regarding the subject goods, after importation; and
  - c) Explain the operations of your business with regard to the distribution, warehousing, marketing and sale of the subject goods.
- A4.**
- a) Provide the name, address, e-mail address, telephone and fax numbers of all exporters (foreign vendors) from whom your company imported the goods during the *Period of Investigation (POI)*, from **January 1, 2007 to June 30, 2008**;
  - b) Provide the name of any exporter that is not the manufacturer of the subject goods and, if known, the name, address, telephone and fax number of the manufacturer of the goods; and
  - c) Provide the name of all *associated exporters* from which your company imported the subject goods during the *POI*.
- A5.** Detail how:
- a) your company orders the subject goods from the exporters and indicate the lead time required to fill an order;
  - b) the exporter invoices your company for the sales; and
  - c) your company pays the exporters, including the payment terms (for example, net 30).

- A6.** Identify and explain the various shipping terms (for example CIF, FOB, etc.) for your importations of the subject goods.
- A7.** Provide details of any direct or indirect services, rebates, other goods, warranties or guarantees offered by the exporters or manufacturers to your customers, or any subsequent Canadian purchasers of the subject goods.
- A8.** Identify any third parties involved in the transaction between your company and the exporter, such as purchasing, buying or selling agents. Provide their name, address and describe the functions they perform and their salary or commission, if known. Indicate if any of the agents are *related* to your company.
- A9.** For the *POI*, from **January 1, 2007 to June 30, 2008**, provide a detailed list, as specified in Appendix A, of your company's importations of the *subject goods*, from each exporter listed in A4. This list provides certain details for each importation, broken down by individual product number. If your company had placed **orders** for any subject goods during the *POI* that were not imported by **June 30, 2008**, include those orders in your response. Do a primary sort by “Exporter”, a secondary sort by “*Product Number*” and a tertiary sort by “*Date of Sale*”.

Label this list “Appendix A - Imports of Subject Goods into Canada - with Transaction Details”.

- A10.** Select four importations from the imports listed in A9. Include in your sample an importation from each *associated exporter*, if any.

Provide the following documents for each of the importations selected:

- a) Purchase order (if not shown, indicate the terms and conditions of sale);
  - b) Order confirmation;
  - c) Canada Customs entry form;
  - d) Customs invoice;
  - e) Commercial invoice;
  - f) Bill of lading;
  - g) Freight invoice for any expenses incurred by, or on behalf of your company, for the movement of the goods from the point of shipment to the final destination in Canada;
  - h) Credit or debit notes;
  - i) Proof of payment; and
  - j) Any other documents, including required certificates for the exportation or importation of the subject goods.
- A11.** Indicate if any agreement exists between your company and the exporter, or between any parties, regarding the payment or reimbursement of anti-dumping or countervailing duties which may become payable. Provide a copy of any written agreement.

**A12.** Identify any financial or other agreements between your company and the exporter, or between any parties, that would directly or indirectly affect or relate to:

- a) the price of the subject goods;
- b) the sale of the subject goods;
- c) the exporter's or manufacturer's net return on their *sale* of the subject goods; or
- d) your company's net cost for the subject goods.

**A13.** Where an importer has purchased subject goods from an associated exporter, the CBSA must perform a reliability test of the transaction price between the two parties. In short, this test is performed on the basis of the resale price in Canada by the importer less all costs and expenses incurred and an amount for profit. Pursuant to section 22 of the Special Import Measures Regulations, the amount for profit will reflect the profit that generally results from sales of like goods in Canada, by vendors who are at the same or substantially the same trade level as the importer, to purchasers in Canada who are not associated with those vendors.

In the event that CBSA has to perform this test on importers who are purchasing subject goods from associated exporters, please provide a copy of the following statements and clearly indicate both gross and net profit margins on each statement:

- a) your company's audited income statement, including all notes, for the last fiscal year;
- b) a divisional income statement for the *POI* from **January 1, 2007 to June 30, 2008** for the division responsible for the subject goods; and
- c) a product income statement for the *POI* from **January 1, 2007 to June 30, 2008** for the goods subject to this investigation only.

## SECTION B: Imports From Associated Exporters

This section applies to importers of goods from *associated* exporters.

The definition of *associated* is in the glossary.

Electronic format is required for some of the information requested in this Section. Refer to the Instructions, “Electronic Responses Format”, for guidelines on how to submit electronic information. NOTE: Provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

### Associated Exporters

- B1.** Explain in detail the relationship between your company and each of your *associated exporters*.
- B2.** Identify and describe all costs, charges and expenses that were incurred by your company for the *sale*, export, shipment, receipt and *warehousing* of the goods from your *associated exporter*, up to the point of your sale to the Canadian purchaser.
- B3.** Provide details of any allowances, such as those of an advertising or promotional nature, granted by any of your *associated exporters* to your company or directly to your Canadian customers.

### Your Company’s Canadian Sales

- B4.** Where the subject goods are sold to your customers in Canada in a condition that is not the same as imported, or if they are assembled, packaged or further manufactured in Canada prior to their sale, explain in detail the difference in condition, assembly, packaging or further manufacturing. The cost related to this process should be included in your response to question B2 above along with other cost.
- B5.** Identify any of your Canadian customers with whom you are *associated*. Provide full details of the relationship.
- B6.** For your *sales* of the subject goods to **unrelated Canadian customers**, provide the following:
  - a) **Selling price** - explain the method used to determine your selling prices to unrelated customers. If you sell to more than one *trade level*, explain for each trade level. Provide a list of prices in effect during the *POI, January 1, 2007 to June 30, 2008*;

- b) **Discounts and rebates** - explain the various types of discounts and rebates granted to unrelated customers, such as *cash discounts*, off-invoice, volume rebates, goods provided free of charge, etc. Provide the criteria for granting such discounts;
- c) **Payment terms** - indicate the terms and conditions of payment granted to your unrelated customers, whether on a cash or credit term basis. Explain any options offered. Indicate the cost to your company if it is the usual practice to *discount or factor accounts receivable*;
- d) **Freight policy** – indicate and explain your company's *freight* policy to unrelated customers, such as f.o.b. warehouse, delivered basis, billed separately, etc.; and
- e) Any other terms and conditions.

**B7.** For the *POI*, from **January 1, 2007 to June 30, 2008**, as specified in Appendix B, provide a detailed list of your company's Canadian *sales*, to **unrelated customers**, of the subject goods you identified in Appendix B. This list of sales provides certain details for each sales invoice, broken down by individual product number. Do a primary sort by “Customer Name” and a secondary sort by “Product Number”.

Label this list “Appendix B - Sale of Subject Goods to Unrelated Canadian Customers - with Transaction Details”.

**B8.** Unless already provided under question A13, please provide a copy of the following statements and clearly indicate both gross and net profit margins on each statement:

- a) your company’s audited income statement, including all notes, for the last fiscal year;
- b) a divisional income statement for the *POI*, from **January 1, 2007 to June 30, 2008** for the division responsible for the subject goods; and
- c) a product income statement for the *POI*, from **January 1, 2007 to June 30, 2008** for the goods subject to this investigation only.

## APPENDIX A

THIS APPENDIX IS IN REFERENCE TO REQUEST A9

### Imports of Subject Goods into Canada – With Transaction Details

Refer to the “Electronic Responses Format” guidelines for providing electronic information.

For explanations of the short forms found in the following table, refer to the definitions on the following pages.

Include **orders** for any subject goods, made during the **POI**, that were not imported by **June 30, 2008**.

Sort: a primary sort by “Exporter”, and a secondary sort by “**Product Number**”.

1	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)	3(g)
Exporter	Product Number	Die Number	Alloy	Temper	Finish	Fabrication	Solid or Hollow	Length

3(h)	3(i)	3(j)	4	5	6	7	8	9
Weight	Diameter	Wall Thickness	DATE SALE	Invoice Number	Invoice Date	Place of Shipment	DATSHIP	Shipping Terms

10	11	12	13	14	15	16	17
Port of Entry	Transaction number	Date of Release	Quantity	QUANUM	UNITSP	CURR	EXTSP

18	19	20	21	22	23	24	25	26
<b>Costs, Charges and expenses Included in the Exporter’s Selling Price</b>							Brokerage	BNK CHR
Freight	OFRGHT	PCHRG	CONCHR G	DOCKCH RG	Insurance	Warehouse		

27	28	29	30	31	32	33	34	35
Duties	Taxes	Cash Discounts	Rebates & Allow	Other Discounts	NEXSP	NUSP	Payment Terms	Date of Payment

Description:

The column names specified in the following summary must be used in your printouts and the computer data files submitted to the CBSA. If some of these columns are not applicable, exclude them from your report, prepare an explanation and attach it to your response. In any column which requests dates, present the information in date format: MM/DD/YY.

Column Number 1: **Exporter**  
Column Name: Exporter  
Description: Indicate the exporter of the product.

Column Number 2: **Product Number**  
Column Name: Product Number  
Description: Identify the product number or code you apply to the products.

**Note:** Columns 3(a) to 3(j) deal with the characteristics of the product.

Column Number 3(a): **Die Number**  
Column Name: DIE NO.  
Description: Identify the die, shape, or design number of the die used to extrude the product. This product characteristic is intended to establish the cross-sectional extrusion shape/design and size.

Column Number 3(b): **Aluminum Alloy Designation**  
Column Name: ALLOY  
Description: Indicate the aluminum alloy designation or specification of the product (including any proprietary designations).

Column Number 3(c): **Aluminum Alloy Temper**  
Column Name: TEMPER  
Description: Indicate the aluminum temper designation or specification of the product (including any proprietary designations).

Column Number 3(d): **Surface Finish**  
Column Name: FINISH  
Description: Indicate the finish of the product:

- Mill Finish
- Mechanical (specify: polished, buffed, etc.)
- Anodized
- Painted
- Other (specify)

Column Number 3(e): **Fabrication**  
Column Name: FABRICATION  
Description: Indicate if the product is further worked or fabricated:

- Precision Cut
- Machined
- Punched

- Drilled
- Bent
- Other (specify)

Column Number 3(f):	<b>Solid or Hollow</b>
Column Name:	SOLID/HOLLOW
Description:	Indicate if the product is a solid or hollow extrusion.
Column Number 3(g):	<b>Cut Length</b>
Column Name:	LENGTH
Description:	Indicate the cut length of the product.
Column Number 3(h):	<b>Weight Per Length</b>
Column Name:	WEIGHT
Description:	Indicate the kilograms per meter (or Imperial equivalents if metric is unavailable) of the product.
Column Number 3(i):	<b>Maximum cross-sectional diameter</b>
Column Name:	DIAMETER
Description:	Indicate the maximum cross-sectional diameter of the product.
Column Number 3(j):	<b>Wall Thickness</b>
Column Name:	WALL
Description:	Indicate the wall thickness of the product.
Column Number 4:	<b>Date of Sale</b>
Column Name:	DATSALE
Description:	Indicate the <i>date of sale</i> (refer to the definition in the Glossary). The date to be inserted is generally the date of acknowledgment of the customer's order.
Column Number 5:	<b>Invoice Number</b>
Column Name:	INVNUM
Description:	Indicate the <i>invoice number</i> .
Column Number 6:	<b>Invoice Date</b>
Column Name:	INVDATE
Description:	Report the <i>date of the invoice</i> issued by your company.
Column Number 7:	<b>Place of Shipment</b>
Column Name:	Place of Shipment
Description:	Indicate the <i>place</i> from which the goods were shipped to you from the exporter.
Column Number 8:	<b>Date of Shipment</b>
Column Name:	DATSHIP
Description:	Indicate the date the goods were <i>shipped</i> to you from the exporter (i.e. the date the product left the factory/warehouse).

- Column Number 9: **Terms of Shipment**  
Column Name: SHIPTERM  
Description: Indicate whether the goods were *sold* on a CIF, FOB ex-factory, FAS basis, etc.
- Column Number 10: **Port of Entry**  
Column Name: Port of Entry  
Description: Indicate the *port* where the goods entered Canada.
- Column Number 11: **Transaction Number**  
Column Name: Transaction number  
Description: Insert the transaction number (Customs declaration).
- Column Number 12: **Date of Release**  
Column Name: Date of Release  
Description: Indicate the *date* that the subject goods were released from Canadian Customs.
- Column Number 13: **Quantity**  
Column Name: QUANTITY  
Description: Indicate the *quantity* of the product shipped by weight (kilograms or metric tonnes).
- Column Number 14: **Quantity Unit of Measure**  
Column Name: QUANUM  
Description: Indicate the *unit of measure*. Report all sales in the actual unit of measure used for invoicing to Canada. This should be in either kilograms or metric tonnes.
- Column Number 15: **Unit Selling Price**  
Column Name: UNITSP  
Description: Indicate the *unit-selling* price of the product recorded on the invoice.
- Column Number 16: **Currency**  
Column Name: CURR  
Description: Indicate the *currency* of settlement for the sale.
- Column Number 17: **Extended Selling Price**  
Column Name: EXTSP  
Description: Indicate the full *invoice value* of the goods. This value should be the extended value of the quantity in column 13 multiplied by the unit selling price in column 15.
- Column Number 18: **Inland Freight**  
Column Name: FREIGHT

Description: Indicate the amount of *inland freight* included in the selling price (column 17) of the product for freight charges to the importer in Canada.

Column Number 19: **Ocean/Overland Freight**

Column Name: OFRGHT

Description: Indicate the amount of *ocean and overland freight* included in the selling price of the product for freight charges to the importer in Canada.

Column Number 20: **Port Charges**

Column Name: PCHRG

Description: Indicate the amount of *port charges* included in the selling price of the product.

Column Number 21: **Container Freight Charges**

Column Name: CONCHRG

Description: Indicate the amount of *container freight charges* included in the selling price of the product for leasing or renting a container.

Column Number 22: **Dock Charges**

Column Name: DOCKCHRG

Description: Indicate the amount of *dock charges* included in the selling price of the product.

Column Number 23: **Insurance**

Column Name: Insurance

Description: Indicate the amount included in the selling price for *insuring* the goods while being shipped to the importer's premises.

Column Number 24: **Warehousing**

Column Name: Warehouse

Description: Indicate the amount included in the selling price for expenses incurred in *warehousing* the goods while en route to Canada.

Column Number 25: **Brokerage Fees**

Column Name: Brokerage

Description: Indicate the amount included in the selling price for *brokerage fees* incurred in the importation of the goods into Canada.

Column Number 26: **Bank Charges**

Column Name: BNKCHRG

Description: Indicate the amount included in the selling price for *bank charges*.

Column Number 27: **Duties**

Column Name: Duties

Description: Indicate the amount included in the selling price for *duties*.

- Column Number 28: **Taxes**  
 Column Name: Taxes  
 Description: Indicate the amount included in the selling price for *taxes* incurred in the importation of the goods into Canada.
- Column Number 29: **Cash Discounts**  
 Column Name: Cash Discounts  
 Description: Indicate the any *cash discounts* that were received from the exporter.
- Column Number 30: **Rebates and Allowable Discounts**  
 Column Name: Rebates & Allow  
 Description: Indicate other *rebates or allowable* discounts received from the exporter.
- Column Number 31: **Other Discounts**  
 Column Name: Other Discounts  
 Description: Indicate any *other discounts* received.
- Column Number 32: **Net Extended Selling Price**  
 Column Name: NEXSP  
 Description: Indicate the *net selling* price after all the above deductions (columns 18 to 31) have been backed out from the extended selling price (column 17).
- Column Number 33: **Net Unit Selling Price**  
 Column Name: NUSP  
 Description: Indicate the *net selling* price per unit. This is column 32 divided by column 13 (quantity).
- Column Number 34: **Payment Terms**  
 Column Name: Payment Terms  
 Description: Indicate the *payment terms* for the sale. (i.e. 2% 10, net 30 days).
- Column Number 35: **Date of Payment**  
 Column Name: Date of Payment  
 Description: Indicate the *date payment* was made.

## APPENDIX B

### Sales of Subject Goods to Unrelated Canadian Customers – With Transaction Details

Refer to the “Electronic Responses Format” guidelines for providing electronic information.

Refer to Appendix A for explanations of the short forms found in the following table.

Sort: a primary sort by “Customer Name” and a secondary sort by “*Product Number*”.

1(a)	1(b)	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)
Customer Name	Customer Address	Product Number	Die Number	Alloy	Temper	Finish	Fabrication	Solid or Hollow

3(g)	3(h)	3(i)	3(j)
Length	Weight	Diameter	Wall Thickness

4	5	6	7	8	9	10
Date of Sale	Date of Shipment	Invoice Number	Invoice Date	Quantity	QUANTM	Unit Selling Price

11	12	13	14	15	16	17	18	19
<b>Costs, Charges and Expenses Included in Your Selling Price</b>								
Extended Selling Price	Cash Discount	Other Discounts (Specify)	Rebates (Specify)	Freight	Taxes	Other (Specify)	Net Extended Selling Price	Net Unit Selling Price

**PART II**

**ADDITIONAL INFORMATION REQUESTED UNDER  
THE *SPECIAL IMPORT MEASURES ACT* CONCERNING**

**CERTAIN ALMINUM EXTRUSIONS  
ORIGINATING IN OR EXPORTED FROM  
ANY COUNTRY OTHER THAN CHINA**

## Foreword

The CBSA is asking your company to provide additional information and documents with respect to importations of aluminum extrusions from countries other than China. This information may be used as a possible means of determining if the goods that your company imported into Canada were *dumped*.

## Goods in question

For the purpose of this part (Part II) of the Request for Information (RFI), the Canada Border Services Agency (CBSA) is requesting information on:

“Aluminum extrusions produced via an extrusion process, of alloys having metallic elements falling within the alloy designations published by The Aluminum Association commencing with 1, 2, 3, 5, 6 or 7 (or proprietary or other certifying body equivalents), with the finish being as extruded (mill), mechanical, anodized or painted or otherwise coated, whether or not worked, having a wall thickness greater than 0.5 mm., with a maximum weight per meter of 22 kilograms and a profile or cross-section which fits within a circle having a diameter of 254 mm., originating in or exported from any country other than China.”

These goods will be referred to as the “**goods in question**” throughout the remaining of the RFI.

## Period of investigation:

The *Period of Investigation* relates to the *goods in question* imported into Canada during the period from **January 1, 2007 to June 30, 2008**.

## SECTION A

### Imports of the Goods in Question

Electronic format is required for some of the information requested in this Section. Refer to the Instructions, “Electronic Responses Format”, for guidelines on how to submit electronic information. NOTE: provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

- A1.** Provide your company's complete mailing address, the name and position of the officer in your company responsible for your response to this additional Request for Information (RFI), their telephone number, fax number and e-mail address.
- A2.** Provide:
- a) the name, address, telephone and fax numbers of all exporters (foreign vendors) from whom your company imported the goods in question during the *Period of Investigation (POI)*, i.e. from January 1, 2007 to June 30, 2008;
  - b) the name of any exporter that is not the producer of the goods in question and, if known, the name, address, telephone and fax number of the producer of the goods; and
  - c) the name of all *associated exporters* from which you imported the goods in question during the POI.
- A3.** Provide details of any direct or indirect services, rebates, other goods, warranties or guarantees offered by the exporters or producers to your customers, or any subsequent Canadian purchasers of the goods in question.
- A4.** For the *POI*, i.e. from January 1, 2007 to June 30, 2008, provide a detailed list of your company's importations of the goods in question, from each exporter listed in A2, as specified in Appendix C. This list provides certain details for each import invoice, broken down by individual product. Do a primary sort by “Exporter,” a secondary sort by “*Product Number*” and a tertiary sort by “*Date of Sale.*”

Label this list “Appendix C, Imports of the Goods in Question.”

NOTE: Provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

- A5.** Provide the following documents for any three importations listed in A4:

Importer RFI – Aluminum Extrusions

- 1) Purchase order (if not shown on the document, indicate the terms and conditions of *sale*);
- 2) Order confirmation;
- 3) Canada Customs entry form;
- 4) Customs invoice;
- 5) Commercial invoice;
- 6) Bill of lading;
- 7) **Freight** invoice for any expenses incurred by, or on behalf of your company, for the movement of the goods from the point of shipment to the final destination in Canada;
- 8) Credit or debit notes;
- 9) Proof of payment; and
- 10) Any other documents, including required certificates for the exportation or importation of the goods in question.

## SECTION B

### Sales in Canada of the Goods in Question

Electronic format is required for some of the information requested in this Section. Refer to the Instructions, “Electronic Responses Format”, for guidelines on how to submit electronic information. NOTE: Provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

- B1.** Identify and describe all costs, charges and expenses that were incurred by your company for the *sale*, export, shipment, receipt and *warehousing* of the goods in question from the exporter, up to the point of your sale to the Canadian purchaser.
- B2.** Where the goods in question are sold to your customers in Canada in a condition that is not the same as imported, or if they are assembled, packaged or further manufactured in Canada prior to their sale, explain in detail the difference in condition, assembly, packaging or further manufacturing.
- B3.** Identify any of your Canadian customers with whom you are *associated* and provide full details of the relationship. The definition of *associated* is in the glossary.
- B4.** For your *sale* of the goods in question to **unrelated Canadian customers**, provide the following:
- a) **Selling price** - explain the method used to determine your selling prices to unrelated customers. If you sell to more than one *trade level*, explain for each trade level. Provide a list of prices in effect during the POI, from January 1, 2007 to June 30, 2008;
  - b) **Discounts and rebates** - explain the various types of discounts and rebates granted to unrelated customers, such as cash discounts, off-invoice, volume rebates, etc. Provide the criteria for granting such discounts;
  - c) **Payment terms** - indicate the terms and conditions of payment granted to your unrelated customers, whether on a cash or credit term basis;
  - d) **Freight policy** – indicate and explain your company's freight policy to unrelated customers, such as f.o.b. warehouse, delivered basis, billed separately, etc.; and
  - e) Any other terms and conditions.

- B5.** For the *POI*, i.e. from January 1, 2007 to June 30, 2008, as specified in Appendix D, provide a detailed list of your company's Canadian *sales*, to **unrelated customers**, of the goods in question you identified in Appendix C. This list of sales provides certain details for each sales invoice, broken down by individual product. Do a primary sort by “Customer Name” and a secondary sort by “*Product Number*”.

Label this list “Appendix D, Sales of the Goods in Question to Unrelated Canadian Customers.”

NOTE: Provide a copy of the “Electronic Responses Format” guidelines to others when requesting them to provide you with electronic information.

- B6.** Provide copies of the following financial statements and clearly indicate both gross and net profit margins on each statement:
- 1) your company’s audited income statement, including all notes, for the last (1) fiscal year;
  - 2) a divisional income statement for the last (1) fiscal year and current year-to-date for the division responsible for the goods in question; and
  - 3) a product income statement for the last (1) fiscal year and the current year-to-date for the goods in question.



## APPENDIX C

### Imports of the Goods in Question

THIS ATTACHMENT IS IN REFERENCE TO QUESTION A4 (Part II)

Refer to the “Electronic Responses Format” guidelines for providing electronic information.

Refer to Appendix A for explanations of the short forms found in the following table.

Sort: a primary sort by “*Exporter*”, a secondary sort by “*Product Number*” and a tertiary sort by “*Date of Sale*”.

1	1(a)	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)	3(g)
Exporter	Country of origin	Product Number	Die Number	Alloy	Temper	Finish	Fabrication	Solid or Hollow	Length

3(h)	3(i)	3(j)	4	5	6	7	8	9
Weight	Diameter	Wall Thickness	DATE SALE	Invoice Number	Invoice Date	Place of Shipment	DATSHIP	Shipping Terms

10	11	12	13	14	15	16	17
Port of Entry	Transaction number	Date of Release	Quantity	QUANUM	UNITSP	CURR	EXTSP

18	19	20	21	22	23	24	25	26
<b>Costs, Charges and expenses Included in the Exporter’s Selling Price</b>								
Freight	OFRGHT	PCHRG	CONCHRG	DOCKCHRG	Insurance	Warehouse	Brokerage	BNK CHRG

27	28	29	30	31	32	33	34	35
Duties	Taxes	Cash Discounts	Rebates & Allow	Other Discounts	NEXSP	NUSP	Payment Terms	Date of Payment

## APPENDIX D

### Sales of the Goods in Question to Unrelated Canadian Customers

THIS ATTACHMENT IS IN REFERENCE TO QUESTION B5 (Part II)

Refer to the “Electronic Responses Format” guidelines for providing electronic information.

Refer to Appendix A for explanations of the short forms found in the following table.

Sort: a primary sort by “*Customer Name*” and a secondary sort by “*Product Number*” and a tertiary by “*Country of origin*”.

1(a)	1(b)	1(c)	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)
Customer Name	Customer Address	Country of Origin	Product Number	Die Number	Alloy	Temper	Finish	Fabrication	Solid or Hollow

3(g)	3(h)	3(i)	3(j)
Length	Weight	Diameter	Wall Thickness

4	5	6	7	8	9	10
Date of Sale	Date of Shipment	Invoice Number	Invoice Date	Quantity	QUANTM	Unit Selling Price

11	12	13	14	15	16	17	18	19
<b>Costs, Charges and Expenses Included in Your Selling Price</b>								
Extended Selling Price	Cash Discount	Other Discounts (Specify)	Rebates (Specify)	Freight	Taxes	Other (Specify)	Net Extended Selling Price	Net Unit Selling Price

## REQUEST FOR INFORMATION CHECKLIST

Please respond to each of the following questions by placing a checkmark in the “yes” or “no” column. **If a response is no**, provide an explanation as to why you have not complied with the instructions.

<b>Question 1:</b>	<b>Yes</b>	<b>No</b>	
Did you provide a confidential and non-confidential version of your response, in accordance with the disclosure instructions in the Request?			If no, reason:
<b>Question 2:</b>	<b>Yes</b>	<b>No</b>	
Did you provide a reason for designating information as confidential?			If no, reason:
<b>Question 3:</b>	<b>Yes</b>	<b>No</b>	
Did you bracket or shade the confidential information in the confidential response?			If no, reason:
<b>Question 4:</b>	<b>Yes</b>	<b>No</b>	
Did you place empty brackets or shade area where information was omitted from the non-confidential version?			If no, reason:
<b>Question 5:</b>	<b>Yes</b>	<b>No</b>	
Did you provide the requested number of hard copies (3) of the confidential and non-confidential versions of your submissions?			If no, reason:
<b>Question 6:</b>	<b>Yes</b>	<b>No</b>	
Did you provide the requested number of electronic copies (2) of the confidential and non-confidential versions of your submissions?			If no, reason:
<b>Question 7:</b>	<b>Yes</b>	<b>No</b>	
Has your submission met the follow criteria:			
<ul style="list-style-type: none"> <li>• Be single-sided only and not stapled or bound (pages should be held together by clips or elastics);</li> </ul>			
<ul style="list-style-type: none"> <li>• Be numbered consecutively from start to finish, including appendices and attachments;</li> </ul>			
<ul style="list-style-type: none"> <li>• Be provided on 8 ½” x 11” or A4 paper. If possible, please reduce any oversize documents to fit these paper sizes; and</li> </ul>			
<ul style="list-style-type: none"> <li>• Be photocopy ready. For example company brochures and annual reports should be presented so that they can be copied as is.</li> </ul>			