



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada

## IMPORTER REQUEST FOR INFORMATION

Information requested under the  
*Special Import Measures Act* concerning  
The Canada Border Services Agency's review of the normal values and export prices of

**certain carbon steel fasteners originating in or exported from the People's Republic of China and Chinese Taipei, and certain stainless steel fasteners originating in or exported from Chinese Taipei, excluding those specifically designed for application in the automotive or aerospace industry**

(See next page for a complete definition of the goods under review)

***RELEVANT PERIODS***

The Canada Border Services Agency (CBSA) requires sales and costing information on all subject goods **imported** into Canada during the period **January 1, 2008 to June 30, 2008, inclusive**. The CBSA refers to this as the **Period of Investigation (PoI)**.

***DUE DATE FOR RESPONSE***

Your complete response to this Request for Information must be received at the CBSA's office in Ottawa by **October 14, 2008**.

***RETURN YOUR RESPONSE TO***

Canada Border Services Agency  
Anti-dumping and Countervailing Program  
11th Floor, 100 Metcalfe Street  
Ottawa, Ontario  
K1A 0L8

**Attention: SIMA Registry & Disclosure Unit**

***FOR FURTHER INFORMATION***

Contact the following officers:

Alex Lawton	613 954-7410	<a href="mailto:Alexander.Lawton@cbsa-asfc.gc.ca">Alexander.Lawton@cbsa-asfc.gc.ca</a>
Richard Pragnell	613 954-0032	<a href="mailto:Richard.Pragnell@cbsa-asfc.gc.ca">Richard.Pragnell@cbsa-asfc.gc.ca</a>
Ian Gallant	613 954-7186	<a href="mailto:Ian.Gallant@cbsa-asfc.gc.ca">Ian.Gallant@cbsa-asfc.gc.ca</a>

***IMPORTANT NOTE:***

**Information provided by your firm is deemed to be public unless clearly marked confidential. Refer to Item 6 of the Guidelines for further information.**

**DEFINITION OF SUBJECT GOODS:**

Certain carbon steel screws originating in or exported from the People's Republic of China and Chinese Taipei, and certain stainless steel screws originating in or exported from Chinese Taipei, excluding those specifically designed for application in the automotive or aerospace industry.

**ADDITIONAL PRODUCT INFORMATION**

The following carbon steel & stainless steel screws are considered subject products:

	Imperial		Metric	
	Diameter	Length	Diameter	Length
Wood Screws	#4 to #24 (0.112" to 0.386")	3/8 to 8 in.	M3 to M10	10 mm to 200 mm
Square and Hex Lag Screws	#14 to #24 (1/4" to 0.386")	3/4 to 4 in.	M6 to M10	20 mm to 100 mm
Sheet Metal/Tapping Screws	#4 to #24 (0.112" to 0.386")	3/8 to 8 in.	M3 to M10	10 mm to 200 mm
Thread Forming Screws	#4 to #24 (0.112" to 0.386")	3/8 to 3 in.	M3 to M10	10 mm to 75 mm
Thread Cutting Screws	#4 to #24 (0.112" to 0.386")	3/8 to 3 in.	M3 to M10	10 mm to 75 mm
Thread Rolling Screws	#4 to #24 (0.112" to 0.386")	3/8 to 3 in.	M3 to M10	10 mm to 75 mm
Self-drilling Tapping Screws	#4 to #24 (0.112" to 0.386")	3/8 to 3 in.	M3 to M10	10 mm to 75 mm
Machine Screws	#4 to 3/8 in (0.112" to 3/8")	3/8 to 8 in.	M3 to M10	10 mm to 200 mm
Flange Screws	1/4 to 5/8 in	3/8 to 4 in.	M6 to M16	10 mm to 100 mm

Note:

- Hex socket cap screws and socket cap screws are specifically excluded and hex cap screws as a whole are also excluded.
- "Lag bolts" are in actuality considered to be subject lag screws
- There is a difference between wing screws and screws with wings, the former are excluded while the latter are, with the exception of machine screws with wings, included
- Some fasteners designated as "bolts" are in reality subject screws, namely: flange bolts, bin bolts, grain bin bolts, square and hex lag bolts, and stove bolts

**The following carbon steel and stainless steel screws were excluded by the Canadian International Trade Tribunal's finding of January 7, 2005, and therefore, are not subject goods:**

- Acoustic lag screws
- Aster screws
- Chicago screws
- Collated screws
- Connector screws (kd)
- Decor screws
- Drawer handle screws
- Drive spikes RR
- Euro screws
- Hex socket cap screws
- Instrument screws
- Knurled head screws
- Machine screws with wings
- Optical screws
- Screw spikes RR
- Security screws
- Self-clinching studs
- Socket cap screws
- Socket set screws
- Square-head set screws
- Thumb screws
- U-drive screws
- Wing screws
- Screws imported under tariff item Nos. 9952.00.00, 9964.00.00, 9969.00.00 and 9972.00.00 for use in the manufacture of snowmobiles, all-terrain vehicles and personal watercraft.

**The following stainless steel screws were excluded by the Canadian International Trade Tribunal's finding of January 7, 2005, and therefore, are not subject goods:**

- Socket set shoulder screws
- T-U screws

## GENERAL GUIDELINES

### **1. Purpose**

The purpose of this Request for Information (RFI) is to elicit the information necessary to determine the *export price* of the subject goods imported into Canada by your firm pursuant to sections 24 to 28 of the *Special Import Measures Act* (SIMA).

### **2. Glossary**

Section C of this RFI contains a glossary of terms used by the CBSA in the RFI. Please refer to the glossary for definition/explanation of such terms, which are in bold and italics in this RFI.

### **3. Format For Written Responses**

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

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, an electronic copy of this RFI can be provided. If you would like an electronic copy, contact one of the officers listed on the front page and it will be sent to you immediately.

Please type your response and print on one side of the paper only. If possible, reduce any oversized documents to standard letter or legal size paper. Do not staple the pages; instead use paper clips or elastics to hold your response together. Number all of the pages in order, including the appendices and attachments.

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

### **4. Format for Electronic Responses**

If your company cannot provide information in any of the electronic formats requested below or if you have questions on how to prepare your electronic responses, contact one of the officers listed on the cover page.

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

Electronic information should be submitted using the following software programs:

Data Base/Spreadsheet

- Microsoft Excel up to version 2000;

Word Processing

- Microsoft Word up to version 2000

You can submit electronic information using either compact disk or 3½-inch diskette IBM compatible media. Please check all diskettes and compact disks for computer viruses before sending.

You can submit files in a compressed format using WinZip version 8.1 or earlier.

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 question in the RFI that the file answers. Provide a paper copy of the information that you are providing electronically.

## **5. Number of Copies to be Submitted**

Your response must consist of an original plus two (2) printed photocopy ready copies of your confidential submission and of your edited non-confidential version. One of the confidential copies must include all appendices as described in this RFI, the other two copies should include a cover page for each Appendix indicating that a hard copy of the appendix has been included with one of the three copies. A submission without a non-confidential version or the required copies is an incomplete response. In addition, a complete copy of your submission must be maintained at your company's premises should an on-site verification of your submission be conducted.

Please submit two (2) copies of your confidential response on diskette or compact disc. In addition, please submit two (2) copies of your non-confidential response on separate diskettes or compact discs. Please affix labels to all diskettes and compact discs describing the contents and indicating whether the material is confidential or non-confidential. Please ensure that all diskettes and compact discs provided to the CBSA are free of viruses.

## **6. Counsel**

If your company has hired counsel or a consultant to represent you, the CBSA requires a letter of authorization from your company in order for the CBSA to discuss confidential information, release confidential material and provide copies of all correspondence about your company to your representative. The CBSA cannot discuss any confidential matters about your company with your representative until a letter of authorization has been provided to us.

## **7. 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.

## **8. 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.

## 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	INVDATA	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	INVDATA	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.

**-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 (example: customers name, sales value, sales volume) in your non-confidential version response to the ERQ requests.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

A) Explain briefly the nature of the confidential information (example: list of exports, cost sheet information, financial reports) in Appendices, attachments and supporting documents, removed in your non-confidential version.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

**SECTION A****THIS SECTION APPLIES TO ALL IMPORTERS**

- 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.** Provide:
- a) the name, address, e-mail address, telephone and fax numbers of all exporters (foreign vendors) from whom your company imported the goods during the *PoI*, from January 1, 2008 to June 30, 2008;
  - b) 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) the name of all *associated exporters* from which you imported the subject goods during the *PoI*.
- A5.** Provide details of 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 C.I.F.) 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*, January 1, 2008 to June 30, 2008, provide a detailed list of your company's importations of the *subject goods*, from each exporter listed in A4, as specified in Appendix A. This list provides certain details for each importation, broken down by individual product *model*. 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 model 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 selected importation:

- 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 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.** Please provide the following documents:

- 1) your company's audited financial statements for the last fiscal year.
- 2) a divisional income statement for the *PoI*, from January 1, 2008 to June 30, 2008 for the division responsible for the subject goods; and
- 3) a product income statement for the *PoI*, from January 1, 2008 to June 30, 2008 for only the goods subject to this review.

**SECTION B****THIS SECTION APPLIES ONLY TO GOODS IMPORTED FROM  
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.
- 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, 2008 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. 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, 2008 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 Attachment A. This list of sales provides certain details for each sales invoice, broken down by individual product model. Do a primary sort by "Customer Name" and a secondary sort by "model".

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

**APPENDIX A  
IMPORTATIONS INTO CANADA**

**This Appendix is in reference to Question A9 of the RFI**

1	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)
Description							
Exporter	<i>Model Type</i>	Head	Drive	Material	Grade	Diameter	Length

4	5	6	7	8	9	10	11	12	13
<i>Date of Sale</i>	Invoice Number	Invoice Date	Place of Shipment	<i>Date of Shipment</i>	Shipping Terms	Port of Entry	<i>Transaction Number</i>	Date of Release	Quantity/Weight

14	15	16	17(a)	17(b)	17(c)	17(d)	17(e)	17(f)	17(g)
<b>Costs, Charges and Expenses Included in the Exporter's Selling Price</b>									
Unit Selling Price	Currency	Extended Selling Price	<i>Freight</i>	Insurance	<i>Warehouse</i>	<i>Brokerage</i>	Duties	Taxes	Other

18	19	20	21	22	23	24
<i>Cash Discounts</i>	Rebates	Other (Specify)	Net Extended Selling Price	Net Unit Selling Price	Payment Terms	Date of Payment

Description:

Column 2: Model type      Indicate the type of product, i.e. for screws, indicate whether self-drilling, wood, sheet metal or machine.  
Column 3(a): Head          This indicates the shape of the head, i.e. round or flat, hexagonal, etc.  
Column 3(b): Drive        This refers to the type of head, i.e. "Philips" or "Robertson", etc.  
Column 3(c): Material      Indicate whether carbon steel or stainless steel.  
Column 3(d): Grade        Indicate the grade of steel

Column 3(e): Diameter This is the actual diameter, in numbers, i.e. #6, #12, etc.  
Column 3(f): Length This is the length of the screws, in inches or millimetres, as applicable

**APPENDIX B  
SALES IN CANADA**

**This Appendix is in reference to Question B7 of the RFI**

1(a)	1(b)	2	3(a)	3(b)	3(c)	3(d)	3(e)	3(f)
Customer Name	Customer Address	Description						
		<i>Model Type</i>	Head	Drive	Material	Grade	Diameter	Length

4	5	6	7	8	9
<i>Date of Sale</i>	<i>Date of Shipment</i>	Invoice Number	Invoice Date	Quantity/Weight	Unit Selling Price

10	11 (a)	11 (b)	11 (c)	11 (d)	11 (e)	11 (f)	12	13
<b>Costs, Charges and Expenses Included in Your Selling Price</b>								
Extended Selling Price	<i>Cash Discount</i>	Other Discounts (Specify)	Rebates (Specify)	<i>Freight</i>	Taxes	Other (Specify)	Net Extended Selling Price	Net Unit Selling Price

SECTION CGLOSSARY OF TERMS

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.
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.
Model	<p>Model is the generic term used throughout this RFI to identify individual products, with various distinct characteristics.</p> <p>With respect to screws, you can distinguish a model by the following characteristics: type, head, drive, material, grade, diameter and length. Refer to Appendix A for complete description.</p>
Normal Value	<p>Normal value is a price assigned to a <i>model</i>. The basis of the normal value is the price at which an exporter sells <i>like goods</i> 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. We 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 reviewed. For this re-investigation the PoI is from <b>January 1, 2008 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	<p>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.</p> <p>A subsidy does not include any duty or internal tax that is refunded on export.</p>
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 - Transaction Number.
Warehousing	All costs, charges and expenses associated with storing goods while en route to Canada, such as bonded warehouse fees.

**CERTIFICATE OF VERACITY, ACCURACY AND COMPLETENESS**

**[Note: This certificate should be reproduced and signed on your company's letterhead by the responsible officer who has authority to respond on behalf of your company.]**

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

certify that the information contained in this submission to the CBSA in response to the Exporter's Dumping Request for Information concerning the re-investigation into certain carbon steel fasteners originating in or exported from the People's Republic of China and Chinese Taipei and stainless steel fasteners originating in or exported from Chinese Taipei, is true, accurate and complete.

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

Date: \_\_\_\_\_

Telephone number of signatory: \_\_\_\_\_

Fax number of signatory: \_\_\_\_\_

Address of signatory: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_