

PARS Notification

for Canada bound shipments



Carrier/driver must fill out this form and fax or email it with all documentation, **including Bill of Lading**, at least **3 hours prior to arrival**.

To fax: (450) 378-8700/ 1-877-953-8700

To email: Send individual, multi-page files to parsgranby@leveille.qc.ca

- Please use **black or dark ink** when completing the fields (avoid delays due to illegible information specifically the port, ETA & contact information) and mark the pages 1 of 3, 2 of 3, 3 of 3 etc. **Reminder:** Each attachment equals one shipment.
- **All** documentation, including eManifest Lead Sheet, Bill of Lading with the ORIGINAL PARS bar code label, **must** be submitted to Customs upon arrival.

Carrier Name	
Driver Name	
Driver Cell Phone #	
Carrier Dispatch Phone #	

To check your status please reach out to your Léveillé et Fils Account Manager.

ETA at border

Date: (yyyy/mm/dd)	2	0	1							Time: (hh:mm) Eastern Time (GMT - 5 hrs)				

Truck #	
Trailer #	
# Ctns / Plts	
Weight	

PARS Number

*Place an extra PARS Barcode here. B/L or invoice must have original. Hand write below if required.
PAPS must be faxed to (450) 378-8700/ 1-877-953-8700*

PARS # must be the same as the Cargo Control Number (CCN). Do not confuse with the CRN for eManifest.

Léveillé et Fils Client Number (if known)

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Léveillé et Fils Team Number (if known)

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Client Name	
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Port of Entry Number

Write the 3-digit port code below. If the port code changes, the eManifest port must be fixed before asking Léveillé et Fils to update the port with CBSA.

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NOTE: Failed PARS procedures

The original (PARS) CCN must be associated with the shipment by writing or typing of the original PARS CCN on a blank Cargo Control Document (CCD – A8A). Alternatively, bar-coded CCDs may indicate the Failed PARS CCN in the previous CCN field and cross out the bar-coded CCN. In both cases, the wording **“Failed PARS”** should be written on the CCD.