Series D No. 92. Supplement No. 1.

MEMORANDUM

DEPARTMENT OF NATIONAL REVENUE, CANADA (Customs Division)

OTTAWA, December 5th, 1938.

To Collectors of Customs and Excise and others concerned:-

MANIFESTING—FORMS OF TRAIN REPORTS AND FREIGHT AND EXPRESS MANIFESTS

Referring to Section 2 on the first page of Memorandum Series D No. 92 the approved forms of Railway Train Reports and Railway and Express Manifests are hereto appended. These forms are supplied by Transportation Companies. Forms A 23 (Abstract) and A3 (Transfer Manifest) which are not shown in this Memorandum are supplied by this Department.

Memorandum Series D No. 90 is hereby superseded.

Commissioner of Customs.

69392-1

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Through	Loads	Customs	U.S. C Seal N	ustoms umbers	Local	Loads	Empty	y C
Car No.	Initial	Manifest No.	North side	South side	Car No.	Initial	Car No.	I
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A. 1-(Other Side)

I do declare that this Report now tendered and subscribed by me is a just and true report of the number and description of all the cars in my charge and that the Train Manifest hereto annexed and signed by me, contains a true account of the consignment of all goods and merchandise in said cars, with full descriptions thereof as on the Way Bills, to the best of my knowledge and belief, not including goods by express nor goods in sealed cars (described as Through Loads) in transit through Canada to the frontier of the United States; and that bulk has not been broken nor any goods delivered out of the said cars since their departure from the frontier port of exit in the United States.

Customs Stamp	
	Conductor
	In presence of
	Collector

Note.—The Train Manifest (Form $A.1\frac{1}{2}$) when arriving annexed to the Train Report Inwards from United States may remain on file at the Canadian frontier port as the triplicate copy of Local Manifest for bonded goods—when conditions permit this to be done.

Customs Manifests in proper form for bonded goods despatched INWARDS from Canadian frontier ports must be prepared and signed by the Agent of the Carrier and be also signed by the Customs Officer.

Initials of Railway and No. of Cars	No. of Way Bill	Consignees and Ports of Destination	Marks and Numbers	No. of Packages	Description of Packages	ogli ensi unthulos
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Certified correct.

Conductor.

Colour: White.
Size: 8½ inches by 14 inches, and not less than 8½ inches by 11 inches.

FORM No. A-2 (AMENDED)—CANADIAN CUSTOMS

69392-21

(One Side)

| Manifested from Port of.....

OVER]

Car Initials and number		Loading nu	mber	ess	DATE MOI	NTH DAY Y	EAR	WAYBILL I	No.
To (St	'ATION)	(Prov.	OR STATE)	Jo	FROM NUM	BER (S	STATION	4) (Prov. or State
ROUTE (show each junct order to destination by check mark wheth routing.	of way	bill). Indicate	routing	0	At the port or outport	ssel)t		Date Customs Seal	ssel)of of
1st Transfer to Car (or Vessel) At the port or outport of	С	or Vessel) t the port r outport of		manifest to b	at the port	ssel)	100	at the nort	ssel)
Date Customs Seal Collector or landing wa	S	Oate Sustoms eal Collector or land		This	Date Customs Seal Collector o	r landing w		Customs Seal	r landing waite
Indicate by symbol S—Shipper's Agreer	in colu nent or	mn provided * l Tested Weight	how weights. E-Est	ts we	re obtained. ed-weigh and	R—Railre	oad Wa	rehouse Sca	le.
Full name of Shipper, Origin and Date, Original Car, Trans- fer Freight Bill and Previous Way-Bill Reference when Rebilled	No. of pkgs.	Consignee, A Final Dest Additional I Descript Articles, M	ination, Routing, ion of		Weight	Value	Ent or U	ry re Mfst. J.C. list No.	To be left blan for customs us
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Whenever this shi for its Foreign Port of I Certified as havi Certified also that the o	pment Destinating been ar has	is transferred to tion, the approp examined and been examined	o another l riate form compared and the lo	Railw abov with cks a	ray, or transf e or on back the Triplica nd seals found	erred to an hereof mus te Manifest d in order a	t be fill or Tr nd seco	Car, or leave lled and prop ain Report a ire.	es the Port of E erly signed. and found corre

A. 2-(Other Side)

This Manifest may be used for either INWARDS, OUTWARDS or TRANSIT GOODS and on its return to the Sending Port duly acquitted, it is to be attached to the Triplicate or Train Report to which it refers as shown by the Manifest Register.

Whenever this shipment is transferred to another railway or to another car, or in case of accident, there being no Customs Officer present, the appropriate form below must be filled in and properly signed.

This Car was transferred at
to the
with unbroken seals and otherwise in good order,
on theday of
This car was again transferred at
to the
with unbroken seals and otherwise in good order,
on theday of
The contents of Car Noas over were trans-
ferred to Car Noand duly locked and sealed in
my presence at
thisday of
The first supplied to the first supplied the first feet of the first supplied to the fir
.I
Conductor in charge of Car Nocontaining Bonded Goods described as over, do declare that—there
being no Customs Officer present—all and every of said
goods were transferred in my presence to Car No
at
thisday of
Declared before me at
thisday of
tills
I HEREBY CERTIFY thatCar No
has been received at the Port of
with unbroken seals and otherwise in good order and has
been despatched thisday of19
to the Foreign Port of

INSTRUCTIONS RESPECTING THE PROPER EXECUTION OF THE WITHIN STATED MANIFEST

Shipments for one destination only to be entered on this manifest.

One copy of this manifest is to be attached to the Way-Bill accounting for same, and to accompany shipment to destination: one copy is required to be forwarded promptly by Mail to the Port or Outport manifested upon, and the other copy to be recorded at the Sending Port. The Customs Officer executing this manifest is required to see that it is executed in a legible manner and to compare such manifest with the Way-Bill from which it is made, and to see that Marks, Numbers, Consignee, Destination and Description are given on the manifest as on the Way-Bill from which the manifest is made.

Where it is necessary to transfer the goods accounted for on the within stated manifest and attached Way-Bill in the course of transportation from the Sending Port to the Receiving Port of such goods, whether such transfer is from a car to vessel or from vessel to car, such transfer is to be noted by the Customs Officer (under whose supervision such transfer is made) in the space provided on the face of the within stated manifest accounting for such goods and he is required to sign such statement of transfer.

When the goods contained on the within stated manifest are transferred from car to vessel or from vessel to car, the Outward Report of the Vessel, Form A-7 Report Outwards, Vessels, and the Inward Report of the Vessel, Form A-6, is required to contain the name of the Sending Port, the Sending Port, Number, Name of Consignee and Destination of Goods, the within stated goods are not required to be accounted for on Form A-16, when transported by Vessel.

Where the car containing the goods accounted for on the within stated manifest is transferred from one Railway to another in the course of transportation from the Sending Port to the Receiving Port, the appropriate form on the back of this manifest is to be properly filled in and signed.

Where it is necessary to transfer the goods accounted for on the within stated manifest is to be checked by a Customs Officer at the Receiving Port to the Receiving Port to the Residual of

GOODS SHORT RECEIVED

When goods accounted for under Customs Manifests (Express or Freight) are reported "Short" at the receiving port by the transportation company, the collector, subcollector or other proper officer of Customs is to issue a tracer in the prescribed form and show thereon the short report number, as ascertained from the Agent of the transportation company, forwarding one copy of such form to the Claims Agent of the Railway, or the Superintendent of the Express Company reporting the shortage. One copy is to be placed on file in the Record Room of the receiving port or outport, and the shortage recorded in the receiving port record of Goods Short Received at Destination. A third copy is to be mailed to the collector or sub-collector at the port or outport where the manifest was issued, who shall record the shortage in the Sending Port Record of Goods Short Received at Destination.

When goods are short received, the tracing of the shortage devolves upon the officers at both the receiving and sending ports.

ending ports.

H. D. Scully, Commissioner of Customs.

Colour: Pink. Size: 8³/₈ inches by 10⁷/₈ inches, or 8³/₈ inches by 16¹/₈ inches.

on the									
Vay Bill Number	Number and Kind of Packages	Value per Way Bill	Express Package Number	From Whom Received (Name in full)	Shipping Point	To Whom Addressed (Name in full)	Destination as per Way Bill	No. of Entr Re-Manifes or U. List	
								1 2 3 4 5	
								7 8 9 10 11 12	
								13 14 15 16 17 18	
								19 20	
								21 22 23 24 25 26 27 28 29 30	

Size: 11½ inches by 7½ inches, or 11¼ inches by 16¼ inches.

Colour: Yellow.

One copy of this Manifest to be attached to the Way Bills of the shipments it covers, and may be used for Inwards, Outwards or Transit goods.

FILE 71,800

(One Side)

	No. A-3½ (AMENDE		Railway.	Upon Por	Manifested from Port of. Upon Port of. Sending Port No.					
	CANADA or single consignm	ONLY		Sending Port No						
Stor this ca			tht in tons	Length of car Marked capacity Stencilled w						
		Gross	Net	Ordered F	urnished	Ordered	Furnished			
For			1997							
CAR INITIA	LS AND NUMBER	C.L. TRANSFER L.C.L. LOAD	RED TO OR	DATE MO	nth Day	Year	Was	YBILL No.		
То	From No. (
RECONSIGNI	ED TO ST	ATION (Prov	OR STATE)	FULL NAT	ME OF SH	HPPER				
ROUTE (show	weach junction and to destination of	wayhill)	Show "A" if Agent's Routing or "S" if Ship per's Routin	ORIGIN AN AND PRES	DATE,	Original Aybill Re Rebi	CAR, TRANS FERENCE AND ILLED	FER FREIGHT BILL D ROUTING WHEN		
Consignee	AND ADDRESS			At		WEIG				
	INATION AND ADDI			Gross Tare						
weighing, charged).	vs (regarding icing etc. If iced, spe	ecify to whom ic	e should be	Net						
On L.C.L. T	'raffic Transfer Sta	umps to be shown i	n this space.		for L.C se Scale. "E"—I	l in column C.L. ships "S"—S Estimated	n provided * ments only. hippers Agr l—weigh and	how weights were "R"—Railroad eement or Tested correct.		
No. of Pkgs.		ARTICLES AND M		WEIGHT	VALU	Ent or U	ry re Mist. J.C. List No	To be left blank for Customs use		
Certif	ever this shipment fied as having bedied also that the	en examined and	compared v	vith the tripli	cate mar	nifest or t	rain report	and signed.		

Agent of Railway.

Collector or Examiner.

Only one shipment is permitted ${\bf t}$ be entered on this manifest. This manifest may be used for all Lake-and-Rail bonded traffic.

This manifest may be used for either INWARDS, OUTWARDS or TRANSIT GOODS and on its return to the Sending Port duly acquitted, it is to be attached to the Triplicate or Train Report to which it refers as shown by the Manifest Register.

The contents of Car Noas over were trans-
ferred to Car Noand the car sealed in my presence
atday of19
The contents of Car Nowere transferred to
Car Noand the car sealed in my presence at
thisday of
The contents of Car Nowere transferred to
Car Noand the car sealed in my presence at
thisday of
The contents of Car Nowere checked and
transferred to vessel
thisday of19
Goods covered by this manifest as arriving on vessel
were checked and transferred to
Car Noand such car sealed in my presence at
thisday of
I,
Conductor in charge of Car Nocontaining bonded goods described as over, do declare that—there being no Customs Officer present—all and every of said
goods were transferred in my presence to Car No
at

INSTRUCTIONS

(The printing of these instructions on A. 3½ Manifests by Railway Companies is optional)

Only one shipment is to be covered by this manifest. One copy is to be retained at the Sending Port. One copy is to be attached to the waybill and is to accompany shipment to the Receiving Port where it is to be kept on file. One copy is to be forwarded promptly by mail to the Receiving Port and such copy when properly cancelled and acquitted is to be returned to the Sending Port.

The Customs Officer executing this manifest is required to see that it is legible and that it agrees in all respects with the relative waybill.

When this manifest is used to cover a Less Carload shipment, which is required to be checked against the manifest at the Sending Port, it is not considered necessary from a Customs standpoint to note transfers of the shipment on the manifest, as the Transportation Company is responsible for delivery of the shipment to Customs at the Receiving Port.

When this manifest covers a Carload shipment under Customs seals, transfers are not required to be noted on the manifest, except when the seals are broken to effect the transfer, and in which case the seals are required to be broken by a Customs Officer, the transfer to be made under his supervision, the car to which the goods are transferred to be sealed under his supervision, and the appropriate transfer form completed by him.

If a carload shipment, which is covered by this manifest and Customs seals, is transferred from car to vessel or from vessel to car, the goods are required to be checked by a Customs Officer and if the transfer is from vessel to car the ear is to be placed under Customs seals when the check and transfer is accomplished and the appropriate transfer form is to be completed.

The vessel reports Inward (Form A-6) and Outward (Form A-7) are required to contain the name of the Sending Port and Sending Port number and the name of the Receiving Port and the goods are not required to be accounted for on Form A-16 when transported by vessel under this manifest.

In the case of accident, there being no Customs Officer present, the appropriate transfer form on the manifest is required to be completed by the Transportation Company's official executing the transfer, and the goods in such cases are to be checked by a Customs Officer at the Receiving Port.

In case the goods on this manifest are diverted by the carriers from the Customs port manifested upon the regulations governing Bonded Goods Diverted in transit under Abstracts (Form A. 2‡) are to be complied with.

GOODS SHORT RECEIVED

When goods accounted for under Customs Manifests (Express or Freight) are reported "Short" at the receiving port by the transportation company, the collector, subcollector or other proper officer of Customs is to issue a tracer in the prescribed form and show thereon the shortreportnumber, as ascertained from the Agent of the transportation company, forwarding one copy of such form to the Claims Agent of the Railway, or the Superintendent of the Express Company reporting the shortage. One copy is to be placed on file in the Record Room of the receiving port or outport, and the shortage recorded in the receiving port record of Goods Short Received at Destination. A third copy is to be mailed to the collector or sub-collector at the port or outport where the manifest was issued, who shall record the shortage in the Sending Port Record of Goods Short Received at Destination.

When goods are short received, the tracing of the shortage devolves upon the officers at both the receiving and sending ports.

> H. D. Scully, Commissioner of Customs.

Conductor.

Colour: Pink. Size: 8½ inches by 11 inches.

CANADIAN CUSTOMS

Form No. A. 31

RAILWAY COMPANY

	TOTAL TAL	Comi an
MANIFEST	CORRECTI	ON

Manifested from Port of	
Upon Port of	
Sending Port No	
	Waybill

	Date Waybill Re	-		Freight Bi	
CAR INITIALS No					
	Prov. or State		on No.	Station	Prov. or State
ROUTE(Show	each Junction ar				
Consignee					
RIGINAL FINAL DESTINATION	01	RIGINA	L POINT	OF SHIPMENT	
CORRECTED FINAL DESTINATION					
	Reads	48-7-1			
No. of Packages and Description of Articles	f w	eight	Value	Entry re Mfst. or U.C.L. No.	To be left blank for Customs use
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will be the part of the state o	marine				
		12:1			
	SHOULD	READ			
				Addition to the second	
				the property of	
	CHEST ST				
				dri u ika	
				1	
O AMEND MANIFEST No	I I do tio	hereby ce cuments oned ship	rtify that i	I have this date ca his port pertaining manifest and the c	refully examined a to the above me corrections indicate
sued by	ab	ove are n	all respec	ts in order.	

Colour: Buff. Size: 8½ inches by 11 inches.

INSTRUCTIONS

When errors have been made in the preparation of a Railway Pink Manifest so that waybill numbers, bill of lading numbers, case numbers, the No. of packages, description, etc., are incorrectly recorded, a Form A- $3\frac{3}{4}$ (buff colour) may be issued at the Sending Port to correct the errors.

This form is to be given the same Sending Port and Receiving Port numbers as the original manifest, and is to be dealt with in the same manner as the original manifest to which it is to be attached at the Sending and Receiving Ports.

It is to be distinctly understood that this form may not be issued in cases where manifests have been forwarded with wrong Sending Port Numbers. When manifests have been forwarded bearing incorrect Sending Port Numbers, such Numbers may not be corrected, but are to be allowed to stand so that the errors will clearly show against the work of officers executing same at the close of the fiscal year when A-40 Statements are prepared.

H. D. Scully, Commissioner of Customs.

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(NAME OF RAILWAY COMPANY)

Sending Port No.....

	Cars	arrold by	L. Holl	Cars		Cars		
nitial	No.		Initial	No.	415 150	Initial	No.	e sua
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		6.000						and a contract
•••••								

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		1000	100 BL					
		100 (100)	(10)					
	Arman Rein S							

A. 4-(Other side)

INSTRUCTIONS

SPECIAL NOTE:

Goods transported in bond shall be marked "IN BOND" on the Railway Way-Bill.

Pink Manifests must accompany the Way-Bill of goods "IN BOND". When Canadian or duty paid goods are laden in the same Car with goods in bond, for transit across foreign territory, such Canadian and duty paid goods shall be recorded on the Customs Manifests as "NOT IN BOND".

Canadian Customs Seals may be removed by Customs Officers from Cars on arrival at the frontier receiving port, without entry, when the Officer is satisfied by inspection of Way-Bills and Customs Manifests that the goods are Canadian, or duty paid or "NOT IN BOND".

Customs Officers at the frontier receiving port shall set off any of the Within Cars which arrive with broken seals and shall check out the contents of the Car so that duty may be collected on any goods found liable to duty.

Colour: White. Size: 61 inches by 81 inches.

SPECIAL FORM No. A-41/2.

				Sending	Port No	
Canadian Customs M	Ianifest of S	eparate C	ar No	Initi	al	
In transit through Ca	nada from					
Via Frontier Port of	Exit from C	anada at				
To be exported wit intact.	h Contents	thereof	and with	Canadian	Customs	Seals
Dated		Sendir Port	· ·			
R		Stamp				
]	Railway Age					

CERTIFIED that the above stated car was exported with Canadian Customs Seals intact.

Stamp of the Port of Exit from Canada.

Customs Officer at Receiving Port.

Note.—One copy of this Manifest must accompany the car from the Sending Port to the Port of Exit from Canada. The Canadian Customs Seals must in no case be removed in Canada but by an Officer of the Canadian Customs Service, who must note hereon the circumstance. The Manifest accompanying the car must be handed to the Canadian Customs Officer at the Port of Exit accompanied by Form A-5, Train Report Outwards, who shall check the car numbers and initials against the Train Report Outwards (Form A-5) and if correct sign, date and return the Manifest to the Sending Port.

Colour: Yellow. Size: 8 inches by 7 inches.

(One Side)

A. 5.	TRAIN REPORT to Canadian Customs Out	twards to U.S. No
	Via	. Railway, at Port of
	19 Time	.Train
	Engine	.Conductor

- 11	Through Loads		Customs Manifest No.	U.S. C Seal N	ustoms umbers	Local Loads		Empty Cars	
	Car No.	Initial	No.	North side	South side	Car No.	Initial	Car No.	Initia
								Providence	
1									
2	DANAL SACELA								
3									
4 5					emir d				
6									
7									
8									
9	epolity).								
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11			an year.						
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33									
34									
35 36									

A. 5-(Other Side)

I do declare that this report now tendered and subscribed by me is a just and true report of the number and description of all the cars in my charge and that the Train Manifest hereto annexed contains a true account of all goods and merchandise in said cars with full description thereof as on the Way Bills, to the best of my knowledge and belief, not including goods by Express nor goods in Sealed Cars described as "Through Loads" in transit through United States to the Canadian frontier. And that Export Entries in duplicate (Form B-13) are delivered herewith.

Customs Stamp	
	Conductor.
	In presence of

Note.—The Collector at the frontier port of exit from Canada may accept a duplicate of the Manifest required by United States Customs instead of the Train Manifest, Form $A1\frac{1}{2}$, for goods exported to the United States, provided such duplicate contains the information called for by $A-1\frac{1}{2}$.

Customs Manifests in proper form for goods despatched Outwards from the Canadian frontier port in bond across United States territory must be prepared and signed by the Agent of the Carrier and be also signed by the Customs Officer.

Colour: Pink or yellow.

Size: 8\frac{1}{2} inches by 14 inches, and not less than 8\frac{1}{2} by 11 inches.

Form A-11 Amended.

(One Side)

(NAME OF RAILWAY OR EXPRESS COMPANY)

CANADA CUSTOMS SPECIAL MANIFEST OF GOODS IN TRANSIT THROUGH THE UNITED STATES

							Sending Port No Receiving Port No and numberedon t of	the
Way-Bill Number	Marks and Numbers	No. of Pkgs.	Consignor	Description of Goods	Free or In Bond	Consignee and Destination	I hereby certify that the goods described tained in Car No	in this Manifest as con- wards at the Port (or
			••••••				Customs Dating Stamp	Collector or Examiner.
							I hereby certify that the goods described tained in Car Noentered Canada at the with Customs seals	he Port (or Outport) o
								llector or Examiner.
							I hereby certify that the goods described tained in Car Noarrived at t with seals intact and upon removal of seals I co the Manifest and found same correct (or as the	this Port of destination
							Customs Dating Stamp Co	llector or Examiner.

Collector or Examiner.

Agent of Express or Railway Company.

(A. 11-Other Side)

When the goods are transferred to another car or railway, or in case of accident, no Customs Officer being present, the appropriate form below must be filled in and properly igned.

This Car was transferred at
to the
with unbroken seals, and otherwise in good order, on the
day of19,
This car was again transferred at
to the
with unbroken seals, and otherwise in good order on the
day of
The contents of
as over were transferred to
Car Noand duly locked and sealed in my
presence at this
day of
Collector
The contents of
as above were transferred to.
Car Noand duly locked and sealed in my
presence atthis
day of
Collector
I,
I,
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INSTRUCTIONS

(1) This manifest may be issued at any Port or Outport in Canada where the shipment of the goods originates, and is to be made on the Port or Outport of destination. When the goods are consigned to a place, not a Customs Port or Outport, the manifest is to be made on the Port or Outport short of destination.

(2) One copy of the manifest is to be attached to the Way-Bill of the goods and is to accompany the shipment to the Port or Outport on which manifested, one copy is to be forwarded promptly by mail to such Port or Outport, and a third copy is to be recorded and held at the Sending Port.

(3) The Customs Officer signing the manifest is to see that it is prepared in a legible manner and to ascertain from comparison with the Way-Bill that the Marks, Numbers, Consignee, Destination and Description of the goods are correctly stated.

(4) When the goods are transferred from one Railway to another or from one car to another in the course of transportation from the Sending Port to the Receiving Port, the appropriate form on the back of this manifest must be completed and signed.

(5) When it is necessary, owing to wreck or other cause, to transfer the goods from the car in which they are being transported to another car (no Customs Officer being present) the appropriate form on the back of this manifest must be completed and signed.

(6) The goods accounted for on the Manifest are to be checked by Customs Officers at the Receiving Port.

(7) If the goods are diverted by the carriers from the Customs Port or Outport on which manifested, the Regulations governing goods diverted in transit, Memo D. No. 92, are to be strictly observed.

(8) The Train copy of the Manifest is to be held at the ReceivingPortforexamination by the Inspector of Customs. The Mail copy of the manifest, when properly cancelled and acquitted as required by Departmental Regulations, is to be returned to the Sending Port within the period prescribed.

GOODS SHORT RECEIVED

(9) When goods accounted for under Customs Manifests (Express or Freight) are reported "Short" at the receiving port by the transportation company, the collector, subcollector or other proper officer of Customs is to issue a tracer in the prescribed form and show thereon the short report number, as ascertained from the Agent of the transportation company, forwarding one copy of such form to the Claims Agent of the Railway, or the Superintendent of the Express Company reporting the shortage. One copy is to be placed on file in the Record Room of the receiving port or outport, and the shortage recorded in the receiving port record of Goods Short Received at Destination. A third copy is to be mailed to the collector or sub-collector at the port or outport where the manifest was issued, who shall record the shortage in the Sending Port Record of Goods Short Received at Destination.

(10) When goods are short received, the tracing of the shortage devolves upon the officers at both the receiving and sending ports.

> H. D. SCULLY, Commissioner of Customs.

Colour: White. Size: 8- inches by 13 inches, and not less than 8½ inches by 11 inches.

Collector or Sub-Collector.

A-12 Special (Express Train Manifest)	
	RAILWAY
	Sending Port No
	Receiving Port No
For Carloads of Express Ship Canadian Customs Seals.	pments in Transit through Canada under
From the Port of	
To the Port of	
CAR NUM	MBER AND INITIAL
1	16
2	17
3,	18
4	19
5,	20
7	21
8	23
9	24
10,	25
11,	26
12	27
14	
15.	
10	00
I certify that the above cars were sealed with Canadian Customs Seals.	I certify that the above cars were exported with seals intact.
Agent of Railroad	Customs Examiner
Customs Examiner	

Colour: Yellow. Size: 8% inches by 10% inches.