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Series D No. 90

MEMORANDUM

DEPARTMENT OF CUSTOMS AND EXCISE
(Customs Division)

OTTAWA, April 14, 1938.

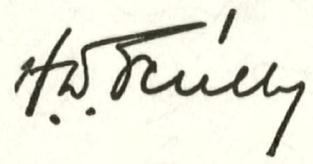
To Collectors of Customs and Excise:

MANIFESTING—FORM A-3½ AMENDED

Approved form of Separate Shipment Manifest, for use in Canada only (Form No. A-3½ Amended—colour pink) is hereto appended.

Form A-3½ may be 8½ inches wide and 11 inches long.

Memorandum No. 3 Second Revision dated November 15, 1926, is hereby cancelled with respect to Form A-3½.



Commissioner of Customs.

(One Side)

FORM No. A-3 1/2 (AMENDED), -CANADIAN CUSTOMS

SEPARATE SHIPMENT MANIFEST FOR USE IN CANADA ONLY

To be used for single consignments carload and less carload.

Manifested from Port of

Upon Port of

Sending Port No.

Waybill Receiving Port No. in Pro. No.

STOP this car at	Weight in tons		Length of car		Marked capacity of car		Stencilled weight of car
	Gross	Net	Ordered	Furnished	Ordered	Furnished	

FOR

CAR INITIALS AND NUMBER	C.L. TRANSFERRED TO OR L.C.L. LOADING NO.	DATE	MONTH	DAY	YEAR	WAYBILL No.
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TO STATION (PROV. OR STATE)	FROM STATION (PROV. OR STATE)
	No. ()

RECONSIGNED TO STATION (PROV. OR STATE)	FULL NAME OF SHIPPER
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AUTHORITY ROUTE (show each junction and carrier in route order to destination of waybill).	Show "A" if Agent's Routing or "S" if Shipper's Routing	ORIGIN AND DATE, ORIGINAL CAR, TRANSFER FREIGHT BILL AND PREVIOUS WAYBILL REFERENCE AND ROUTING WHEN REBILLED
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CONSIGNEE AND ADDRESS	<p style="text-align: center;">WEIGHED</p> At..... Gross..... Tare..... Allowance..... Net..... Indicate by Symbol in column provided * how weights were obtained for L.C.L. shipments only. "R"—Railroad Warehouse Scale. "S"—Shippers Agreement or Tested Weights. "E"—Estimated—weigh and correct.
FINAL DESTINATION AND ADDITIONAL ROUTING	
INSTRUCTIONS (regarding icing, ventilation, heating, milling, weighing, etc. If iced, specify to whom ice should be charged).	
On L.C.L. Traffic Transfer Stamps to be shown in this space.	

No. of Pkgs.	DESCRIPTION OF ARTICLES AND MARKS	★	WEIGHT	VALUE	Entry re Mfst. or U.C. List No.	To be left blank for Customs use

Whenever this shipment is transferred the appropriate form on the back hereof must be completed and signed. Certified as having been examined and compared with the triplicate manifest or train report and found correct. Certified also that the car has been examined and the locks and seals found in order and secure.

Agent of Railway. Collector or Examiner.

Only one shipment is permitted to be entered on this manifest. This manifest may be used for all Lake-and-Rail bonded traffic.

(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.

INSTRUCTIONS

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

The contents of Car No.....as over were transferred to Car No.....and the car sealed in my presence at.....this.....day of.....19.....
.....Collector or Examiner.

The contents of Car No.....were transferred to Car No.....and the car sealed in my presence at.....this.....day of.....19.....
.....Collector or Examiner.

The contents of Car No.....were transferred to Car No.....and the Car sealed in my presence at.....this.....day of.....19.....
.....Collector or Examiner

The contents of Car No.....were checked and transferred to vessel.....at.....
this.....day of.....19.....
.....Collector or Examiner.

Goods covered by this manifest as arriving on vesselwere checked and transferred to Car No.....and such car sealed in my presence at thisday of.....19.....
.....Collector or Examiner.

I,.....
Conductor in charge of Car No.....containing 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.....this.....day of.....19.....
.....
Conductor.

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 car 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. 2½) 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, sub-collector 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.

H. D. SCULLY,
Commissioner of Customs.

