



206 – 168 Queen Street S.
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CANADA

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As a non- resident exhibitor at a trade show taking place in Canada you may claim a refund of GST – HST – TVQ Tax paid on qualifying expenses:

What Qualifies?

Goods and Services Tax (GST – HST –TVQ) paid on convention facilities and related convention supplies and services. See examples below:

Goods: Convention materials, advertising matter, souvenirs, floral decorations, telecommunications, office mementos (backdrops, decorations, pens paper, signs, etc.)

Services: Audio-visual, business equipment, electrical, moving, staffing, consultancy, security, convention show and exhibit services, exhibit booth rental, furnishings, installation labor, carpeting, customs services, decorative finishes, etc.

Accommodations: for hotel / lodging stays in relation to the event.

If in doubt as to what qualifies, submit copies of all business related receipts and leave the rest to us!

How to Qualify:

- **Exhibitor or exhibiting company** must be a non-resident of Canada.
- **Exhibitor or exhibiting company** must be exhibiting at a convention or trade show (public craft shows or fairs do not qualify).

To obtain your refund:

1. **Complete the form on the back**
2. **Send us all receipts (copies accepted) to the address above after the show.**



Non- Resident Exhibitor GST – HST - TVQ Refund Form

Premier TaxFree Canada Inc.
Suite 206, 168 Queen Street S.
Mississauga, ON L5M 1K8
(905) 542-1710
www. Premiertaxfree.ca



Business Name:

Contact Name:

Phone No: **Email:**

Address:

City: **State/Province:**

Country: **Postal Code:**

CONVENTION OR TRADE SHOW ATTENDING: _____

SHOW DATES (DD/MM/YY): _____ **TO** _____

HOTEL: _____ **BOOTH #** _____

REFUND CHOICE:

CREDIT CARD AMEX VISA MASTERCARD

 M M Y Y

OR **CHEQUE:** EURO JPY ¥ US \$ CAD \$ GBP £

Power of Attorney: I appoint Premier TaxFree Canada Inc. to apply for, review, appeal and receive a GST/HST/TVQ refund from Canada Revenue Agency under the provisions of the Foreign Convention and Tour Incentive Program. I authorize Premier TaxFree Canada Inc. to refund the credit card provided or send a cheque for the GST amount less processing fee of 20% plus a \$3.00 administration fee. I authorize Premier TaxFree Canada Inc. to contact participating vendors to release invoices on my behalf with the sole intention of maximizing any refund for which the exhibitor is eligible.

Declaration and Direction to Canada Revenue Agency: I certify that the information on this application and any attachments are, to the best of my knowledge, true, and that I am an authorized officer for the company named above as the Exhibitor. I certify that no other claim for a rebate of GST/HST/TVQ will be made with respect to the attached invoices. I hereby direct Canada Revenue Agency that all confidential information regarding this application, including, but not limited to, the Notice of Assessment, the refund payment, and any other correspondence be directed to Premier TaxFree Canada Inc., Suite 206, 168 Queen Street S, Mississauga, Ontario, L5M 1K8.

SIGNATURE of AUTHORIZED OFFICER: _____ **DATE:** _____

Include with your claim:

- Copies of **paid invoices** from Canadian suppliers that show the amount of tax you paid.
- Complete, **fully paid** hotel folios with your company name on it.

Mail Original Documents to: (faxed or electronic application is not permitted)

Premier TaxFree Canada Inc., Suite 206, 168 Queen St. S., Mississauga, ON L5M 1K8, CANADA

Premier TaxFree Canada Inc. respects your privacy and the acquired information will be used for the sole purpose of processing the GST refund transaction with the Canada Revenue Agency and the credit card provider. Premier TaxFree Canada Inc. is not affiliated with Canada Revenue Agency or any Government. For further information contact: info@ca.premiertaxfree.com or 905 542-1710