

ATA Carnet – Fact Sheet for Researchers

An ATA Carnet is an international customs document that simplifies the temporary import of goods to a foreign country, eliminating the need to pay duties or taxes on those goods. It acts as a “Passport for goods” allowing businesses and professionals to temporarily export and import goods for various purposes like trade shows, exhibitions or professional equipment. More information is available from the Canadian Chamber of Commerce website: <https://chamber.ca/programs-services/ata-carnet/>

To apply for a carnet, an online account is required. There is not a UVic centralized account for carnets. Each faculty will need to create their own carnet account and authorize users under their account. Use of the account does have terms and conditions that are attached with its usage that users should be aware of. These terms and conditions need to be signed by the Department Head, as requested by the Chamber. The terms and conditions for carnet account usage had been reviewed by General Counsel in July 2025, these cannot be accepted by UVic as written due to the indemnification language within. UVic, by law, cannot indemnify third parties for their negligence or willful misconduct, and UVic does not have intention to act as Agent for third party carnet holders. Requestors should inquire about amending this language with the Chamber when setting up their accounts. Should the Chamber reject the changes to the terms and conditions, then it is the prerogative of the requesting Department Head to decide whether to sign the carnet account application after they assess the benefit and understand the associated risks.

Procedures regarding indemnification and Indemnity approval can be found via the [Indemnity Approval Procedure](#) linked below. Questions regarding this can be directed to the Approving Officer contact list within the Procedure.

Once an account has been set up, each carnet will also require a bond based on the value of the goods. The bond documentation also includes indemnification language and is reviewed by the Risk Management department. It is the prerogative of the requesting unit to reach out to Risk Management and decide whether to sign the bond application after they assess the benefit and understand the associated risks.

Related Procedures:

[University of Victoria Indemnity Approval Procedures](#)