



Regular Office Hours

7 days per week, 0800-2000
Eastern Time (ET)

Hours of Service for Entrance and Clearance

Inspection services for the entrance/
arrival of aircraft at Cleveland
Hopkins International Airport are
available 7 days per week,
0800-2000 in accordance with the
port's permission to land procedures.

Commercial aircraft operators
departing the U.S. must obtain an
outbound clearance by contacting
CBP directly.

Contact Information

(216) 267-3600 ext. 1 CBP Cleveland Hopkins Airport Office
KCLE_GAP@cbp.dhs.gov

Permission to Land Procedures

Pilots must secure permission to land by contacting
Cleveland, OH CBP by phone prior to departure from the
foreign airport and during regular office hours.

Permission to land is granted with a tolerance of (+/-) 30
minutes. If your ETA deviates outside these
parameters, previously granted permission(s) are invalid
and you must contact the CBP port to re-secure
permission to land.

Inspection Process

- Aircraft should park on the ramp at the FIS located at gate A14.
- The aircraft control tower can direct you in if needed.
- The FIS is not attached to the FBO or main terminal.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- All crew and passengers will be processed inside the FIS.
- Be prepared to present passports, visas, pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).
- Regulated waste/garbage will be collected by CBP from the aircraft crew.

Special Procedures/Miscellaneous

- Arrivals outside of posted normal business hours are handled on a case by case basis, please contact CBP Cleveland @ 216-267-3600 x. 1 for more information.

NOTE: For further detailed information regarding national GA processing standards and procedures, please refer to the CBP Private Aircraft Arrival Information Document or contact GAsupport@cbp.dhs.gov