



### **Regular Office Hours**

7 days per week  
24 hours per day

### **Hours of Service for Entrance and Clearance**

Inspection services for the entrance/ arrival of commercial and private aircraft at JFK are generally available 7 days per week, 24 hours per day 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**

(718) 553-1648 CBP JFK Staff Office  
(718) 553-1647 CBP JFK Ship's Office  
(718) 487-5201 CBP JFK Landing Rights Office  
(718) 553-1643 CBPFK Terminal 4 Chief's Office  
(718) 753-2691 CBP JFK Private Flights Only  
[KJFK\\_GAP@cbp.dhs.gov](mailto:KJFK_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

Commercial flights must secure permission to land by contacting the landing rights office at (718) 487-5200 or (718) 487-5201 or by email at [JFKASSIGNMENTS@cbp.dhs.gov](mailto:JFKASSIGNMENTS@cbp.dhs.gov). Private flights must secure permission to land by email [KJFK\\_GAP@cbp.dhs.gov](mailto:KJFK_GAP@cbp.dhs.gov) - attention landing rights, prior to departure from foreign and at least two hours in advance of the anticipated arrival time at KJFK.

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

### **Inspection Process**

- All international commercial flights are processed at the 6 main JFK International terminals.
- All international private flights are processed at the GAT building located by Hangar 18.
- CBP Officers & Agricultural Specialists will be on site to process passengers and crews and to confirm and ensure all Customs and Immigration formalities are followed.

### **Special Procedures/Miscellaneous**

- Private International flights must be prepared to present CBP with aircraft registration, pilots licenses, medical certificates, and user fee decal (if appropriate) upon arrival.

**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](mailto:GAsupport@cbp.dhs.gov)