



### **Regular Office Hours**

Monday-Friday, 0800-2000  
Saturday-Sunday, 1100-2000  
Central Time (CT)

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

Inspection services for the entrance/ arrival of aircraft at Kansas City International Airport are available M-F 0800-1900 and Sat-Sun 1200-1900 (excluding federal holidays) 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**

(816) 780-6100 \*3 CBP Kansas City  
(800) 973-2867 SECTOR Communications toll free  
(407) 975-1740 SECTOR Communications commercial  
[KMCI\\_GAP@cbp.dhs.gov](mailto:KMCI_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP at least one business day in advance of contemplated arrival.

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 CBP to re-secure permission to land.

### **Inspection Process**

- Aircraft should proceed to Terminal A, Gate 18, at the new airport terminal.
- A CBP Officer will meet the aircraft on the tarmac to begin the inspection.
- All crew and passengers will be processed inside the FIS unless directed otherwise by a CBP Officer.
- 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 the contracted ground handler or by CBP from the aircraft crew.
- If requested, Passengers can depart directly from FIS at the conclusion of their inspection.
- Requests for Special Assistance should be made prior to arrival.

### **Special Procedures/Miscellaneous**

- **Military and Military Charter Aircraft:** Procedures are listed in the DoD Foreign Clearance Guide for Military aircraft. Civilian Charters should contact the POE directly for Landing Rights approval.
- Requests for service after hours and on Federal Holidays will be approved on a case-by-case basis.
- After hours arrivals can be supported by using an active Reimbursable Services Program request.

**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)