



Regular Office Hours

Monday-Friday, 0830-1700 (excludes holidays)
Eastern Time (ET)

Hours of Service for Entrance and Clearance

Inspection services for the entrance/
arrival of aircraft at Melbourne
Orlando International Airport are
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

(321) 674-7596 CBP Melbourne Airport Office
(321) 288-2321 CBP Melbourne Officer Cell Phone
(321) 783-2066 CBP Cape Canaveral Office
KMLB_GAP@cbp.dhs.gov

Permission to Land Procedures

Melbourne Orlando International Airport (KMLB) is designated as
a "user fee airport" [19 CFR 122.1(m);19 CFR 122.15].

Pilots must secure permission to land by contacting CBP prior to
departure from foreign and at least one business day in advance
of the anticipated arrival time at Melbourne Orlando International
Airport (prior to 1600 previous operating day).

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.
- The aircraft control tower can direct you in if needed.
- The FIS is attached to the 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. This may result in a separate fee from the airport for handling.
- Passengers can depart directly from FIS at the conclusion of their inspection.

Special Procedures/Miscellaneous

- User fees may be collected by the airport authority from aircraft operators requiring CBP inspection services. Contact the airport for further details.

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