



### **Regular Office Hours**

Monday-Friday, 0800-1700  
Central Time (CT)

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

Inspection services for the entrance/  
arrival of aircraft at Pensacola  
International Airport are available  
Monday-Friday, 0800-1700 CST, in  
accordance with the port's permission to  
land procedures. See special  
procedures section for weekends and  
after hours service.

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

### **Contact Information**

(850) 433-3205 CBP Pensacola Main Office  
(850) 258-5637 After hours emergency landing requests/updates  
[KPNS\\_GAP@cbp.dhs.gov](mailto:KPNS_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

Pilots must secure permission to land by contacting  
CBP during normal business hours, prior to departure  
from the foreign port or place, and at least two hours in  
advance of the anticipated arrival time at KPNS.

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**

- The Fixed Based Operator will escort your aircraft utilizing a golf cart with orange flags to the CBP General Aviation Facility (GAF) for processing when you land.
- The GAF is not attached to the FBO or main terminal.
- Passengers and crewmembers shall be kept in a separate place until Customs officers authorize their departure.
- A CBP Officer will meet you at the aircraft to begin the inspection and escort you into the facility for processing.
- All crew and passengers will be processed inside the GAF.
- Be prepared to present passports, visas, pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).

### **Special Procedures/Miscellaneous**

- After hours, weekends, and holiday service is by appointment and dependent on staffing availability.
- Permission to land requests for weekend flights must be made prior to 1600 on the Friday prior.
- The Pensacola Airport charges fees for international arrivals that are collected by the Fixed Based Operator on behalf of the airport. These fees offset the cost for the airport to maintain the General Aviation Facility and are not charged by U.S. Customs and Border Protection.
- A list of fees can be found at <http://flypensacola.com/fly/international-aviation/>.
- There are two FBOs that provide service at Pensacola International Airport.
  - Pensacola Aviation Center - (850) 434-0636
  - Innisfree Jet Center - (850) 436-4500

**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)