



Appleton International Airport

W6400 Challenge Drive, Suite 100, Appleton, WI 54914

### **Regular Office Hours**

Monday-Friday, 0800-1600  
Central Time (CT)  
Excluding Federal Holidays

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

Inspection services for the entrance/  
arrival of aircraft at Appleton  
International Airport are generally  
available 24 hours per day/7 days per  
week 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**

(920) 968-2348 CBP Office at KATW  
(920) 843-0118 CBP Office Cell Phone at KATW  
(800) 973-2867 SECTOR Communications toll free  
(407) 975-1740 SECTOR Communications commercial  
[cbp-atw@cbp.dhs.gov](mailto:cbp-atw@cbp.dhs.gov)

### **Permission to Land Procedures**

Appleton International Airport 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 the foreign port or place and at least  
two hours prior to arrival at KATW.

Permission to land is granted with a tolerance of (+/-) 15  
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**

- U.S. Customs and Border Protection's General Aviation Facility at KATW is located just south of the control tower.
- Aircraft must park in the "Red Box" located in front of the GAF.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- Have all your documents ready for the officer (i.e. passports, visas, pilot's license, medical certificate, aircraft registration and User Fee decal if required).
- International garbage service is available at KATW.

### **Special Procedures/Miscellaneous**

- Service at KATW is available 24/7. Permission to land may be granted only after speaking directly with CBP Officer at KATW during normal business hours.
- Permission to land may be granted outside of normal business hours by calling the local CBP office cell number but will be subject to officer availability.
- KATW Flight Center (920) 738-3035.
- KATW Public Safety (920) 832-1633.

**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)