



Columbia Metropolitan Airport

3250 Airport Blvd., West Columbia, SC 29170

Regular Office Hours

Monday-Friday, 0800-1600
Eastern Time (ET)

Hours of Service for Entrance and Clearance

Inspection services for the entrance/arrival of aircraft at Columbia Metropolitan Airport are available Monday-Friday, 0830-1500 in accordance with the port's permission to land procedures. RSP service may be available for after hours flights but no service is available between 2300 and 0600.

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

Contact Information

(803) 822-5251 CBP Port of Columbia Office
(407) 975-1780 SECTOR Communications
KCAE_GAP@cbp.dhs.gov

Permission to Land Procedures

Pilots must secure permission to land by contacting CBP via telephone during regular office hours, prior to departure from the foreign port or place and at least one business day in advance of the anticipated arrival time at Columbia Metropolitan Airport.

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.

Filing a manifest in APIS, sending an email, or leaving a voicemail without a response from a CBP Officer is not considered permission to land.

Inspection Process

- Aircraft are directed to land and proceed to their designated FBO.
- Aircraft should park on the ramp at the FBO.
- The airport control tower can direct you in if needed.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- All crew and passengers will be processed at the FBO.
- Be prepared to present passports, visas, Pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).
- Regulated garbage will be collected by approved FBO plane-side.
- Passengers can depart directly from the FBO at the conclusion of their inspection.

Special Procedures/Miscellaneous

- Reimbursable Services Program (RSP) fees will be paid for all overtime events.
- RSP is required Monday-Friday, 0600-0830 and 1500-2300.
- RSP is required Weekends, 0600-2300.
- Permission to Land may be denied if inspection services cannot be provided.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial importations.
- The FBO can dispose of Regulated Garbage for a fee. Contact the FBO for their fee schedule.

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