



Cincinnati Northern Kentucky International Airport

3087-B Terminal Drive, Hebron, KY 41048

### **Regular Office Hours**

7 days per week, 0800-2200

Permission to land requests 0900-1700

Eastern Time (ET)

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

Inspection services for the entrance/ arrival of aircraft at Cincinnati Northern Kentucky International Airport are generally available 7 days per week, 0900-2100 Eastern Time (EST) 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**

(859) 767-7002 CBP Main Office

(859) 767-4657 CBP Supervisor on duty

(859) 767-4651 CBP Supervisor on duty

(800) 973-2867 SECTOR Communications toll free

[KCVG\\_GAP@cbp.dhs.gov](mailto:KCVG_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP prior to departure from the foreign port or place and at least one business day in advance of the anticipated arrival time at KCVG 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 CBP to re-secure permission to land.

### **Inspection Process**

- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- All crew and passengers will be directed where to proceed for admission.
- Be prepared to present passports, visas, pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).
- Passengers can depart directly from the FIS at the conclusion of their inspection.

### **Special Procedures/Miscellaneous**

- All landing rights requests must be received between the hours of 0900-1700 ET.
- CBP Officers travel from the main terminal at CVG to meet general aviation aircraft; accurate ETA's and timely updates to ETAs are critical.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial imports.

**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)