



Hector Field

3803 20th Street North, Fargo, ND 58102

## **Regular Office Hours**

Sun / Tue / Thu 0700-2100

Mon / Wed / Fri / Sat 0700-2100\*\*

Central Time (CT)

\*\* Some days are 0800-1800

\*\*Contact the Fargo POE for daily hours

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

Inspection services for the entrance/arrival of aircraft at Hector Field are generally available 7 days per week, 24 hours per day(\*) in accordance with the port's permission to land procedures.

**(\*)After-hours service available through the Reimbursable Services Program(RSP). A local RSP account is available. (Call for Information)**

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

## **Contact Information**

(701) 241-8124 CBP Office Public Line

(701) 293-7334 CBP 24/7 After-Hours (For Pilots Only)

(701) 825-5800 CBP Pembina Port of Entry

[KFAR\\_GAP@cbp.dhs.gov](mailto:KFAR_GAP@cbp.dhs.gov)

## **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP directly prior to departure from the foreign port or place and at least two hours in advance of the anticipated arrival time at Hector Field.

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 speak with a CBP Officer to re-secure permission to land.

## **Inspection Process**

- The CBP office is north of Charlie-2 ramp, east of the Fargo Jet Center FBO.
- Ground control can direct you if needed.
- Prior to arrival, inform CBP of any passengers that may have mobility issues. Clearance onboard the aircraft can be arranged.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- All crew and passengers will be processed inside the GAF unless passenger(s) have mobility issues.
- 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 ground crew from the aircraft crew.
- Passengers can depart directly from GAF at the conclusion of their inspection.

## **Special Procedures/Miscellaneous**

- All after-hours arrival requests will require RSP services. A local RSP account is available for use.
- Staff may be available to clear flights 24/7/365 but the airport is not staffed 24/7/365.
- Pilots must secure permission to land by contacting (speaking to) a KFAR CBP officer.
- The Fargo Jet Center (701-373-8820) will fuel aircraft at the CBP office.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial imports.
- For currency reporting guidance: [https://www.cbp.gov/sites/default/files/documents/currency\\_reporting.pdf](https://www.cbp.gov/sites/default/files/documents/currency_reporting.pdf)

**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)