



Long Island MacArthur Airport

100 Arrival Avenue, Ronkonkoma, NY 11779

### **Regular Office Hours**

7 days per week, 0900-2200  
Eastern Time (ET)

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

Inspection services for the entrance/  
arrival of aircraft at Long Island  
MacArthur Airport are available 7  
days per week, 0900-2200 in  
accordance with the port's  
permission to land procedures. RSP  
is available if enrolled.

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

### **Contact Information**

631) 753-2691 CBP KISP Office  
[KISP\\_GAP@cbp.dhs.gov](mailto:KISP_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP  
by email at [KISP\\_GAP@cbp.dhs.gov](mailto:KISP_GAP@cbp.dhs.gov) prior to departure  
from the foreign port or place and at least 24 hours in  
advance of the anticipated arrival time at KISP (absent  
extenuating circumstances).

Permission to land is granted with a tolerance of (+/-) 60  
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 KISP Control Tower will direct all foreign aircraft to be processed at the CBP facility located next to the Modern Aviation building.
- CBP Officers will meet the aircraft on the ramp to begin inspection and no passenger or crew member should depart the aircraft area prematurely.
- All crew and passengers will be brought into our facility to ensure that all CBP formalities and procedures are followed.
- Passengers will be advised to present their formal documents such as passports, visas and other necessary information to be processed.
- Crew will also need these documents as well as pilot's license, medical certificates, aircraft registration and user fee decal.
- Passengers can depart directly from the CBP facility at the conclusion of the inspection.

### **Special Procedures/Miscellaneous**

- Permission to land is only granted by a CBPO via verbal or email confirmation.
- Passenger limit for general aviation aircraft may not exceed 20 passengers, unless prior approval has been given.
- Reimbursable Services (559/RSA) is approved for certain companies.
- Please advise CBP if your aircraft is transporting live animals, weapons, hunting trophies, prohibited food products and commercial imports or carnets.

**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)