



Capital Region International Airport

4100 Capital City Blvd., Lansing, MI 48906

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 Capital Region
International Airport are available
Monday-Friday, 0800-1600 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

(517) 327-1052 CBP Lansing, MI Office (KLAN)
(734) 942-9000 CBP Romulus, MI Office (KDTW)
KLAN_GAP@cbp.dhs.gov

Permission to Land Procedures

The Capital Region 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 no
later than one hour prior to departure from the foreign port or
place.

Permission to land is granted with a tolerance of (+/-) 15
minutes. If your ETA deviates outside those parameters,
you must contact CBP to re-secure permission to land.

Inspection Process

- Aircraft should park on the ramp at the FIS.
- The FIS is located in the main terminal building.
- The air traffic control tower can direct you if needed.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- Be prepared to present passports, visas, pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).
- All crew and passengers will be processed inside the FIS.
- Passengers can depart directly from the FIS at the conclusion of their inspection.
- Contact AV Flight Lansing at (517) 321-7000 for collection of regulated international garbage.

Special Procedures/Miscellaneous

- Overtime service is available on a limited basis, at a minimum of 3 business days' notice of requested overtime service request.
- To secure permission to land during normal operating hours by contacting the CBP Lansing, MI office (KLAN) at (517) 327-1052.
- To secure permission to land outside of normal operating hours, email a written request for overtime service to KLAN_GAP@cbp.dhs.gov.
- 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