



Memphis International Airport

2491 Winchester Road, Memphis, TN 38116

Regular Office Hours

Monday-Friday, 0800-1700
Central Time (CT)

**Hours of Service for Entrance
and Clearance**

Inspection services for the entrance/
arrival of aircraft at Memphis
International Airport are generally
available Monday-Friday, 24 hours per
day 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

(901) 480-4000 CBP Memphis Port Office
(800) 973-2867 SECTOR Communications toll free
(407) 975-1740 SECTOR Communications commercial
KMEM_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 Memphis International Airport.

Permission to land is granted with a tolerance of
(+/-) 30 minutes. If your ETA deviates outside
those parameters, Previously granted permission(s)
are invalid and you must contact CBP to re-secure
permission to land.

Inspection Process

- Aircraft should park at FIS / FBO.
- Be prepared to present passports, visas, pilot's license, medical certificate, aircraft registration, and user fee decal (if appropriate).
- A CBP Officer will meet the aircraft to begin the inspection.

Special Procedures/Miscellaneous

- Permission to land requests on weekends and holidays must be received by 1400 on Friday with no exceptions.
- Notification of any changes to ETA or flight cancellations outside of regular office hours of M-F, 0800-1700 must be accomplished by contacting Sector Communications and speaking directly to a duty supervisor at KMEM. No one is available at KMEM to receive email messages or fax transmissions after hours. Failure to follow these procedures may result in denial of permission to land for future flights.
- Transportation to the Memphis CBP Port office maybe be required for travelers who require biometric processing.
- Memphis FBO list:
 - Signature Flight Support Memphis (901)-345-4700
 - Wilson Air Center Memphis (901)-345-2992
 - Global AMS (901) 349-9636 option 4

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