



Michael J. Smith Field

180 Airport Road, Beaufort, NC 28516

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 Michael J. Smith
Field are available M-F, 0800-1500
(closed Saturday, Sunday, and Federal
Holidays) 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

(252) 726-5845 CBP Morehead City office
KMRH_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 KMRH.

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

- Aircraft should park at the FBO or private hangar.
- CBP Officer will meet the aircraft to begin the inspection.
- There is no CBP office at the FBO.
- All crew and passengers will be processed plane-side.
- Foreign national passengers may require transportation to the Charlotte-Douglas International Airport FIS for processing.
- 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 the FBO under a compliance agreement.

Special Procedures/Miscellaneous

- Contact our office for all medical EVAC and emergency diversion flights.
- Contact our office for information regarding arrivals outside of normal hours of service.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial imports.
- For FBO information contact 252-728-1928

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