



OKC Will Rogers International Airport

4300 Highline Blvd Suite 250 Bldg. B OKC, OK 73108

### **Regular Office Hours**

Tuesday-Saturday, 0900-1700  
Central Time (CT)

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

Inspection services for the entrance/ arrival of aircraft at OKC Will Rogers International Airport are available Tuesday-Saturday, 0900-1700 in accordance with the port's permission to land procedures. There is no service available on Sat., 1600-1900 and we are closed on Federal Holidays.

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

### **Contact Information**

(405) 942-3405 CBP OKC Office  
(800) 973-2867 SECTOR Communications toll free  
(407) 975-1740 SECTOR Communications  
[KOKC\\_GAP@cbp.dhs.gov](mailto:KOKC_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 two hours in advance of the anticipated arrival time at KOKC.

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**

- KOKC currently has no FIS or GAF.
- CBP Clearance is limited to flights with no more than 20 passengers and crew total.
- Aircraft crew and passengers will be processed at a designated Fixed Base Operator (FBO) Facility.
- The requesting pilot should designate the preferred FBO when requesting permission to land.
- Clearance is available at AAR and Atlantic Aviation.
- The aircraft should park at the designated FBO with crew and passengers remaining in the area of the aircraft.
- A CBP Officer will meet the aircraft on the ramp to begin the inspection.
- Be prepared to present passports, visas, pilot's license, pilot medical certificate, aircraft registration, and aircraft user fee decal (if appropriate).
- Regulated waste/garbage will be collected by FBO personnel from the aircraft crew. Passengers may depart directly from the FBO at the conclusion of their inspection.

### **Special Procedures/Miscellaneous**

- Landing Rights must be requested as soon as possible, but a minimum of two hours prior to the flight arrival.
- Landing rights will only be granted through direct verbal contact with KOKC CBP Officers.
- Any faxed or e-mailed landing rights requests must be followed up by telephone contact with the CBP Port Office.
- Any requests for after-hours flights must be made prior to 1500 on weekdays, and not later than 1500 on the Friday proceeding the weekend arrival.
- All after-hours and weekend clearances will be subject to Officer availability and over-time funding.
- Outbound Commercial Flights must submit an outbound clearance request, accompanied by a General Declaration and any applicable bills of lading for cargo flights, via Fax or e-mail to the Port Office, and then verify the outbound clearance via telephonic contact with the OKC CBP Port Office.

**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)