



Chicago Rockford International Airport

50 Airport Road, Rockford, IL 61109

Regular Office Hours

Monday-Friday, 0800-1600
Central Time (CT)

Hours of Service for Entrance and Clearance

Inspection services for the entrance/arrival of aircraft at KRFD are generally available 24 hours per day/7 days per week 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

(815) 968-0661 CBP Main Office
(800) 973-2867 SECTOR Communications
(773) 686-2800 Chicago O'Hare International Airport
KRFD_GAP@cbp.dhs.gov

Permission to Land Procedures

Pilots must secure permission to land by contacting CBP at the Chicago Rockford International Airport prior to departure from the foreign port or place and during scheduled business hours at least two hours in advance of the anticipated arrival time at KRFD.

Permission to land is granted with a tolerance of (+/-) 15 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 Air traffic control tower will direct you to the KRFD CBP clearance location at the CBP terminal.
- Aircraft should park in the CBP ramp area located by the CBP terminal.
- A CBP officer will meet the aircraft on the ramp.
- All passenger and crew will be escorted into the CBP General Aviation Facility for processing.
- Be prepared to present your passports, visas (for foreign passengers), pilot license, medical certificate, aircraft registration, general declarations, CBP user fee decal information.
- Passengers can depart directly from the CBP General Aviation Facility once inspection is completed.

Special Procedures/Miscellaneous

- It is recommended to give CBP as much advance notice as possible for arrival and departure requests to ensure staff availability.
- Service is available 24/7 depending on CBP Officer availability.
- After hours, weekends, and holidays service must be scheduled in advance. It is recommended to request permission to land by Friday before 1400 CT for Saturday-Monday arrivals. Arrival/Departure requests on holidays, approval would be by 1400 on the last scheduled business day.
- RSP is required for all after hour/weekend flights and can be obtained by email at zoakley@flyrfd.com.
- Advise KRFD CBP in advance if transporting live animals, weapons, hunting trophies or commercial imports.
- The FBO at KRFD is Emery Air, (815) 968-8287.
- Please call CBP at KRFD in advance for any other special needs.

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