



Syracuse Hancock International Airport

1000 Colonel Eileen Collins Blvd., Syracuse, NY 13212

### **Regular Office Hours**

Monday-Friday, 0830-1700  
Eastern Time (ET)

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

Inspection services for the entrance/  
arrival of aircraft at Syracuse  
Hancock International Airport are  
generally available seven days per  
week, 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**

(315) 399-4730 CBP Syracuse main office  
(800) 973-2867 SECTOR Communications toll free  
(407) 975-1740 SECTOR Communications  
[KSYR\\_GAP@cbp.dhs.gov](mailto:KSYR_GAP@cbp.dhs.gov)

### **Permission to Land Procedures**

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 (+/-) 60  
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 proceed to gate number 15 and park.
- The aircraft tower can direct you in 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).
- Flights arriving from other than Canada require prior arrangements for regulated waste/garbage handling. Please contact AREAS at (315) 283-3139 or [deanna.lipka@areas.com](mailto:deanna.lipka@areas.com) (if applicable).

### **Special Procedures/Miscellaneous**

- Weekend permission to land requests must be made prior to Friday at 1600 hours (ET).
- Advise CBP if transporting live animals, weapons, hunting trophies, or personal/commercial imports.
- Advise CBP if the aircraft itself is being imported.
- Advise CBP if any passengers or crew will be traveling with more than \$10K in monetary instruments.

**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)