



## **Regular Office Hours**

7 days per week, 1000-2400  
Eastern Time (ET)

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

Inspection services for the entrance/  
arrival of aircraft at Orlando  
International Airport are generally  
available 7 days per week, 0900-2300  
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**

(407) 825-4360 CBP Orlando Entrance and Clearance Office AS4  
(407) 825-4881 CBP Orlando Entrance and Clearance Office  
South Terminal C  
(407) 240-4462 CBP Orlando Port Office  
[mcoentranceandclearance@cbp.dhs.gov](mailto:mcoentranceandclearance@cbp.dhs.gov)

## **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP at  
least one hour prior to departure from the foreign port or  
place.

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 the CBP port to re-secure permission to land.

## **Inspection Process**

- Aircraft should park in front of the CBP General Aviation Facility (GAF).
- A CBP Officer will meet the aircraft to begin the inspection.
- All crew and passengers will be processed inside the GAF.
- Be prepared to present passports, visas, pilots license, medical certificate, aircraft registration and user fee decal.
- KMCO has a USDA Compliance agreement in place with FBO's Signature and Atlantic, for aircraft proceeding to Cessna CBP will collect all regulated garbage/waste.

## **Special Procedures/Miscellaneous**

- The MCO Entrance and Clearance Office is available to receive landing rights and outbound clearance requests seven days per week (1000-2400 hrs.)
- Contact our office for all medical EVAC and emergency diversion flights for arrivals outside normal hours of service.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial imports.

**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)