



Key West International Airport

3491 South Roosevelt Blvd., Key West, FL 33040

### **Regular Office Hours**

Monday-Friday, 0800-2000  
Eastern Time (ET)

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

Inspection services for the entrance/ arrival of aircraft at Key West International Airport are available Monday-Friday, 0800-2000 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**

(305) 296-0303 CBP Key West, FL  
(800) 973-2867 SECTOR Communications toll free  
(407) 975-1740 SECTOR Communications commercial

### **Permission to Land Procedures**

Pilots must secure permission to land by calling CBP prior to departure from the foreign port or place and at least two hours in advance of the anticipated arrival time at Key West International Airport.

Permission to land is granted with a tolerance of (+/-) 30 minutes. If your ETA deviates outside those parameters, Previously granted permission(s) are invalid and you must contact CBP to re-secure permission to land.

### **Inspection Process**

- Aircraft must park in the designated CBP Box.
- Control Tower can direct aircraft.
- CBP Officer will meet the aircraft in the CBP Box to begin the inspection process.
- All crew and passengers will be processed inside the FIS.
- 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 CBP from the aircraft crew.
- Passengers can depart directly from FIS at the conclusion of their inspection or return to the aircraft.
- Passengers returning to the aircraft must depart with the aircraft.

### **Special Procedures/Miscellaneous**

- Signature Flight Support FBO: 305-296-5422 Contact for tow services.

**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)