



## **Regular Office Hours**

7 days per week, 24 hours per day  
Eastern Time (ET)

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

Inspection services for the entrance/arrival of aircraft at Newark Liberty International Airport are generally available 7 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**

(973) 565-8000 ext. 8099 CBP EWR Command Center  
(973) 565-8000 ext. 8250 CBP EWR Ship's Office  
(973) 565-8000 ext. 1000 CBP EWR Baggage Podium Terminal B  
[nwkships@cbp.dhs.gov](mailto:nwkships@cbp.dhs.gov)

## **Permission to Land Procedures**

Pilots must secure permission to land by contacting CBP at least 2 hours 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 arriving at Signature EWR should park on the CBP ramp.
- The airport control tower can direct you in if needed.
- 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 airport personnel from the aircraft crew.

## **Special Procedures/Miscellaneous**

- Newark Liberty Signature is designated to process passenger flights only, no cargo can be processed.
- Advise CBP if transporting live animals, weapons, hunting trophies, or commercial imports.
- For FBO information call Signature EWR (973) 624-1660.

**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)