

All Landing Rights Requestors:

U.S. Customs and Border Protection's (CBP) Landing Rights office for Van Nuys Airport (KNVY) is asking all requestors to email their landing rights requests to the Landing Rights office at: landingrights-lax@dhs.gov

Upon receipt of a landing rights request, Landing Rights LAX will respond that the request for landing rights has been received and that approval of landing rights should be forthcoming.

Prior to emailing a landing rights request assure that EAPIS has been filed.

The following information is needed to speed the approval process for landing rights approvals.

Part 135 landing rights requests must include the following information:

- Name of requestor
- Requesting company
- Requesting company phone number
- Requesting company email address (corporate vs. personal)
- Aircraft operator company name
- Operator phone number
- Date of arrival to KVNY (local date)
- ETA (local time)
- Tail number
- Number of passengers
- Number of crew
- Carrier code and flight number
- Routing of flight (four letter code)
- Type 3 bond number for at least \$100,000

If using a Southern Border Overflight Exemption (BOE), indicate the tail number under which each crew member may be located.

Part 91 landing rights requests must include the following information:

- Name of requestor
- Requesting company
- Requesting company phone number
- Requesting company email address (corporate vs. personal)
- Aircraft operator company name
- Operator phone number
- Date of arrival to KVNY (local date)
- ETA (local time)
- Tail number
- Number of passengers
- Number of crew
- Routing of flight (four letter code)

Last date of departure from the United States

If using a Southern Border Overflight Exemption (BOE), indicate the tail number under which each crew member may be located.

As a reminder for both Part 91 and 135 passengers utilizing the Visa Waiver Program (VWP) ensure the following two items: that your carrier is a VWP signatory carrier and that the passengers have a valid approved ESTA.

In addition to landing rights requests, modifications and cancellations may also be made via landing rights mailbox at: landingrights-lax@dhs.gov

CBP will process private aircraft (Part 91, Part 135 and government approved flights) at the General Aviation Facility (GAF) located at:

Signature West
7240 Havenhurst Place
Van Nuys, CA 91406

For aircraft fees and other information please contact Signature Flight Support @ 818-464-9500 or fax # 818-464-9539 or vannuys@signatureflight.com

Lastly, a landing rights request does not constitute approval of landing rights at KVN. **An email will be sent when landing rights are granted.**