

1..2..3's of eAPIS

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You, your crew & passengers must have a valid passport. Make copies.

U.S. Customs and Border Protection (CBP) Decal for your aircraft.

<https://dtops.cbp.dhs.gov>

eAPIS Electronic Advance Passenger Information System

www.aopa.org

Flight Planning

International Flying

[“Understanding eAPIS - A Pilot’s Guide to Online Customs Reporting.”](#)

26 minutes – 67 slides

CBP online tutorial <http://apps.cbp.gov/eAPIS-pa>

Enroll <https://eapis.cbp.dhs.gov>

Questions private.aircraft.support@dhs.gov

AOPA support pilotassist@aopa.org

- 1) Enroll & create a password – must be alphanumeric with special character.
- 2) Receive email confirmation (5-7 days) with Sender ID & Activation Key.
Note: adjust your spam filter to accept mail from donotreply@dhs.gov
- 3) Log in to eAPIS and activate account (must be done within 30-days).
Note: Activation Key is not your password. Don't confuse.
- 4) Manifest Options - Traveler Options

Update or Create Crew & Pilot information
Note: stores info for present & future flights.
add your spouse & friends as crew

Submit “Notice of Departure” manifest

Submit “Notice of Arrival” manifest

Note: If not departing for a CBP designated airport of entry then type the identifier of the one nearest to your departure airport into the “Airport” box. Next, type the identifier of the actual airport of departure in the “Departure Location Description” box.

Note: On the Crew Information screen, first select a crewmember. Then you must click on SHOW DETAILS tab to populate the form. It's easy & quick.

- 5) Submit manifest & print receipt.
- 6) Check your email for response from CBP (takes ~ 1 minute).
should contain text stating, "you are cleared for departure".

Note: The email that you receive after submitting a "Notice of Arrival" manifest reminds you to call CBP at airport of entry and request landing rights and give them an updated estimated time of arrival. The phone numbers are listed in the AOPA Directory – Airport of Entry – U.S. The customs agent will give you a two-letter code. Do not neglect to get the two-letter code. Very important in case of a dispute when you land back in the USA. "ADCUS" on your inbound flight plan is not enough.

Note: Manifests must be filed at least 60-minutes prior to departure. There is no maximum time. Suggestion - file both at the same time.

OUTBOUND suggestions:

www.bahamas.com/bahamas/private-flying is a wonderful source of information. Take a look at the “Check List to Enter” & “Check List to Leave”.

Call Miami Flight Service to file your international flight plan & check the frequency & location of Miami Radio & Miami Center remotely located transceivers. There many places in the Bahamas where you can talk to either Miami Radio or Miami Center at very low altitudes. Great safety feature.

Take tools & parts for performing minor maintenance such as changing a spark plug.

Monitor 122.8 at all times. It's your lifeline to quick search & rescue for you & other pilots.

INBOUND TO USA suggestions:

Don't trust Bahama flight plans. In some places (Nassau) they are mandatory. Call Miami International Flight Service (305-233-2600) to file. They should give you a discrete transponder code to squawk. Ask them to open the flight plan based upon an assumed departure time. Update the departure time when you establish contact with Miami Radio. If the arrival time is "off" by more than 15-minutes, then ask them to relay the new arrival estimate to CBP.

The blue phones at Bahama Airport of Entry don't work very well. If your cell phone doesn't work then beg, borrow or steal a phone from a Customs or Immigration agent. They are happy to help.

Do not enter the ADIZ flying westbound without the discrete transponder code. Confirm that you have set your transponder properly.

If you have to deviate to a different CBP designated airport of entry from what's on your flight plan, then call Miami Radio and ask them to call CBP with the new arrival information.

If you have to land at a CBP non-designated airport of entry then call them immediately upon arrival. You and your passengers must remain with the airplane until a CBP officer arrives at your landing site.