

ARRIVAL & DEPARTURE GUIDE

Detailed arrival/departure and ground experience information to help you prepare for your next mission with us.

EINN/SNN

Shannon International Airport

PREPARED BY
UNIVERSAL AVIATION

24/7 SUPPORT
+353 61 712059



ARRIVAL PROCEDURES



PASSENGERS AND CREW ARRIVALS

MAIN TERMINAL ARRIVALS HALL

Upon arrival, passengers will be greeted by a Universal Aviation staff member as they disembark their aircraft. Passengers and crew will be transferred from the aircraft to the Main Terminal Arrivals Hall via our VIP vehicles. Everyone will be taken to the Main Terminal Arrivals Hall for customs and immigration processing.

Private transportation is not allowed on the ramp under any circumstances. Both passengers and crew will need to have their passports on hand and ready to show them to the immigration officer. The process itself should take only a few minutes.

Universal is required to provide the Irish Immigration and Customs department with all passenger and crew details in advance of scheduled arrival to aid in a more efficient process. After clearing immigration, all passengers and crew are then escorted to the Arrivals Hall exit, where they will walk through the relevant customs channel. Customs officers are not always present for arriving passengers; however, if they are present, they may want to do a quick luggage check. Once all formalities have been completed, we will escort the passengers and crew into the Main Arrival Terminal, where their ground transport driver will meet them.

LUGGAGE

HANDLED BY ASSIGNED PORTERS

Porters will transport luggage from the aircraft to the Main Arrival Terminal. Upon clearing immigration and customs, everyone's luggage will be transported and loaded onto their ground transport vehicles. Luggage is never left unattended for security purposes.

DISABILITIES

Universal can arrange a wheelchair if necessary. To avoid delays, please request a wheelchair prior to arrival. Depending on the passenger's mobility, they may be assisted and escorted into the International Terminal.

PARKING

PARKING STANDS FOR TRANSIT STOPS

GA aircraft have designated self-manuevering parking stands for transit stops. The parking stands cater to aircraft as large as BBJs.

OVERNIGHT PARKING

Airport Operations at Shannon offer overnight parking depending on the size of the aircraft and the length of the stay. A parking area on the main ramp may be available for a maximum stay of 2 days. For more extended stays, there is an area on the ramp that can accommodate wide-body aircraft for Terminal or Remote parking. All dependent on availability.

GROUND TRANSPORTATION

MEET THE DRIVER AT THE ARRIVALS HALL

Schedule ground transportation prior to arrival to avoid any delays. A Universal staff member will escort passengers and crew to the Arrivals Hall once they have cleared Irish Immigration and Customs to meet their ground transport driver.

PETS

DOGS, CATS, AND FERRETS ARE ALLOWED

The passenger must submit the necessary documents for importing the pet into Ireland prior to arrival. View detailed requirements and step-by-step guides on the [Ireland Pet Travel website](#).

COVID-19 SAFETY

For Covid-19 updates and regulations, contact your Universal Aviation representative.

DEPARTURE PROCEDURES

PASSENGERS AND CREW DEPARTURES

MAIN TERMINAL ARRIVALS HALL

Passengers may be dropped off at the entrance of the FBO. A Universal staff member will greet passengers and crew to assist with luggage and bags. Alternatively, Universal can arrange a drop-off at the ramp entrance for passengers and their luggage. They will be transferred into a Universal branded vehicle from the ramp entrance before being transported to their aircraft for departure. [View the ramp meeting point here](#).

LUGGAGE

HANDLED BY ASSIGNED PORTERS

Porters will transport luggage from the ground transport vehicle to the Main Arrival Terminal. Upon clearing immigration and customs, everyone's luggage will be transported and loaded onto their aircraft for departure. Luggage is never left unattended for security purposes.

DISABILITIES

Universal can arrange a wheelchair if necessary. To avoid delays, please request a wheelchair prior to arrival. Depending on the passenger's mobility, they may be assisted through the screening process at the International Terminal. Once cleared, the passenger will be escorted to the aircraft on an airside bus.

PETS

The passenger must submit the necessary documents for exporting a pet into their country of destination prior to arrival. View detailed requirements on the [Ireland Pet Travel website](#).

PASSENGER GROUND TRANSPORTATION

GROUND TRANSPORTATION

Passengers and crew will meet Universal staff at the airport ramp entrance. Then a Universal staff member will assist in transferring passengers from their ground transport vehicle to a Universal vehicle which will drive them to their aircraft for departure.

AIRPORT ADDRESS: Shannon, Co Clare, Ireland V14 EE06

GA AIRCRAFT PARKING SECTIONS



UNIVERSAL AVIATION AT SHANNON AIRFIELD (EINN)



USEFUL LINKS & RESOURCES

- [IRELAND, SHANNON \(EINN\) INFORMATION](#)
- [SHANNON AIRPORT BUSINESS AVIATION DESTINATION GUIDE](#)
- [IRELAND PET TRAVEL WEBSITE](#)
- [FEASIBILITY-IQ – MISSION PLANNING INTELLIGENCE](#)
- [TRIP SUPPORT](#)