

ARRIVAL & DEPARTURE GUIDE

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

LGTS/SKG

Thessaloniki Macedonia Airport

PREPARED BY

UNIVERSAL AVIATION GREECE

24/7 SUPPORT

Tel: +30 2314 400398

Tel: +30 210 3534315 (Athens Operations Center – 24/7)

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ARRIVAL PROCEDURES

PASSENGERS AND CREW ARRIVALS

All departing passengers and crew are processed through the **Main Terminal** prior to boarding. Universal Aviation coordinates directly with local airport authorities to streamline the departure process and minimize waiting times.

- **Passenger Departures** – Passengers are escorted through the main terminal for security screening and passport control prior to boarding.
- **Crew Departures** – Crew follow the same process through the main terminal and complete passport control procedures.

LUGGAGE

All luggage for arriving passengers and crew is handled through the main terminal facilities. Universal Aviation coordinates with airport ground handlers to ensure all baggage is promptly unloaded and delivered to the arrivals area or awaiting ground transportation. Customs officials may inspect luggage upon arrival.

AIRCRAFT PARKING

Aircraft parking positions for General and Business Aviation are located at stands 1–23 and S1–S9. Parking is subject to availability, and marshalling assistance will be provided upon arrival. Universal Aviation coordinates parking arrangements in advance to ensure timely stand assignment and minimize ground time.

PASSENGERS WITH DISABILITIES

PRM (Passengers with Reduced Mobility) assistance is available upon request. Passengers requiring mobility support will be met at the aircraft and escorted through the main terminal by airport personnel to complete arrival formalities. To ensure availability, Universal recommends requesting PRM assistance prior to the aircraft's arrival.

GROUND TRANSPORTATION

Upon arrival, passengers and crew are transferred airside from the aircraft to the main terminal via ramp bus. Once cleared, Universal Aviation can arrange pre-coordinated ground transportation, including chauffeured vehicles or local taxis, waiting curbside at the terminal exit. Drivers are advised to park at Parking Area No. 5, located approximately a three-minute walk from the terminal.

PETS

Pets are permitted to arrive in Greece provided they hold an up-to-date vaccination booklet and are either tattooed or microchipped for identification. Documentation must accompany the animal at all times. Universal Aviation can assist with coordination between handlers and airport veterinary personnel if additional verification is required.



DEPARTURE PROCEDURES

PASSENGERS AND CREW ARRIVALS

All departing passengers and crew are processed through the Main Terminal prior to boarding. Universal Aviation coordinates directly with airport and security authorities to streamline the departure process. Passengers and crew are required to complete passport control and security screening before proceeding to the boarding area. Universal Aviation staff oversee these steps to ensure an efficient and timely departure experience.

LUGGAGE

All departing luggage is processed and screened through the main terminal. Universal coordinates with airport handlers to ensure luggage is securely loaded onto the aircraft. Customs officials may conduct random screening prior to loading, and passengers should remain available until the process is complete.

PASSENGERS WITH DISABILITIES

Passengers requiring assistance for departure are supported through the PRM program. A wheelchair can be arranged upon request, and a Universal Aviation representative will coordinate escort services through check-in, security, and boarding. To prevent delays, Universal recommends advance notification of passengers needing special assistance.

GROUND TRANSPORTATION

Passengers and crew are transferred airside via ramp bus from the terminal to the aircraft. Universal Aviation ensures coordinated timing of the transfer to align with aircraft readiness and ATC clearance for departure.

PETS

Pets departing Greece must hold valid veterinary documentation confirming current vaccinations and identification by tattoo or microchip. Pets should remain under supervision during terminal procedures. Universal can assist in confirming compliance with local animal transport regulations prior to departure.



PASSENGER GROUND TRANSPORTATION

AIRPORT ADDRESS: [Thessaloniki Macedonia Airport, Themi, GR-55103, Thessaloniki, Greece](#)



ADDITIONAL INFORMATION

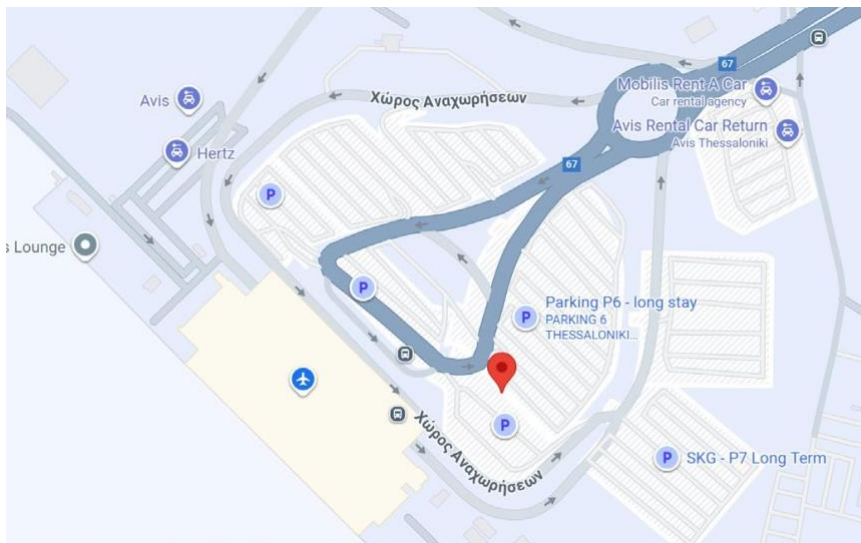
UNIVERSAL AVIATION OFFICE

Themi, GR-55103, Thessaloniki, Greece (Located inside the Terminal Building)

DRIVER ACCESS AND PICK-UP

Drivers meeting passengers or crew should use **Parking Area No. 5**, located approximately a **three-minute walk** from the arrivals area. This designated zone allows convenient access to the terminal for pick-up and drop-off.

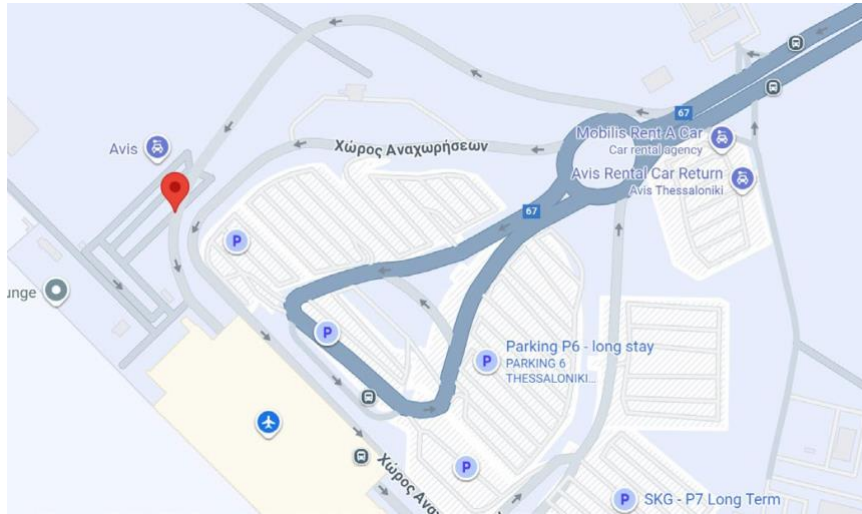
[View Parking on Google Maps](#)



MEET AND GREET LOCATION

Passengers and crew will be met by Universal Aviation staff at **Terminal 2 – Entrance 2**, where coordination for arrivals and departures is handled.

[View Meet and Greet Location](#)



USEFUL LINKS & RESOURCES

- [Thessaloniki Airport \(SKG\)](#)
- [Hellenic Civil Aviation Authority – Integrated Aeronautical Information Package \(HASP\)](#)

