

ARRIVAL & DEPARTURE GUIDE

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

RJCC/CTS

New Chitose Airport (Hokkaido)

PREPARED BY
UNIVERSAL AVIATION

24/7 SUPPORT
+81-(0)123-46-5925



ARRIVAL PROCEDURES



PASSENGERS AND CREW ARRIVALS

MAIN TERMINAL FOR PASSENGERS

A Universal Aviation staff member will greet you on the ramp upon arrival. A staff member will pass out Arrival Cards to all passengers before disembarking the aircraft. Most of the details on the Arrival Card will be filled in by a staff member before the aircraft arrives. Passengers will need to sign their Arrival Cards upon arrival. All Gendec documents will be prepared by Universal prior to the flight's arrival.

After passengers disembark, they will be driven to the Main Terminal for CIQ processing in a Universal vehicle. Passengers must have their passports and Arrival Cards ready to show the CIQ officials. On average, the drive time from the aircraft to the Main Terminal is 10 minutes.

MAIN TERMINAL FOR CREW

All Gendec documents will be prepared by Universal prior to the flight's arrival, and a Universal agent will arrange a Shore-Pass (crew temporary landing permission) upon arrival. Crew members may clear CIQ in the Main Terminal. The crew will be accompanied by a Universal staff member from when they disembark the aircraft until they arrive at their ground transport vehicle.

LUGGAGE

HANDLED VIA A UNIVERSAL STAFF MEMBER AND PORTERS

Porters will transport luggage from the aircraft to the Main Terminal. Luggage is never left unattended. A staff member will assist with processing all luggage through security and customs. Upon clearing CIQ, everyone's luggage will be transported and loaded onto their ground transport vehicles.

PARKING

PARKING #55-61

Aircraft parking is available in section #55-61 (self-taxi in/out). Confirm with a Universal staff member 24 hours prior to arrival.

DISABILITIES

Depending on the passenger's mobility, they will be assisted by a Universal staff member and escorted to the Main Terminal for CIQ clearance. Universal can arrange a wheelchair if necessary. To avoid delays, please request a wheelchair prior to arrival.

PETS

DOGS AND CATS ARE ALLOWED IN JAPAN

All pets will be transferred to the animal quarantine section at the Main Terminal in a separate vehicle for inspection. The passenger must submit the necessary documents for importing the pet.

COVID-19 SAFETY

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

DEPARTURE PROCEDURES

PASSENGERS AND CREW DEPARTURES

MEET CURBSIDE AT THE MAIN TERMINAL

A Universal staff member will stand curbside with porters to assist with luggage at the Main Terminal. Both crew and passengers will be escorted to the CIQ area for processing. Once everyone is cleared from CIQ and the aircraft is cleared for boarding, everyone will be driven in a Universal vehicle to the aircraft for departure.

LUGGAGE

HANDLED VIA UNIVERSAL STAFF MEMBERS AND PORTERS

A Universal porter will assist with all bags and luggage. Your luggage will always be escorted by our porters and never left unattended.

PETS

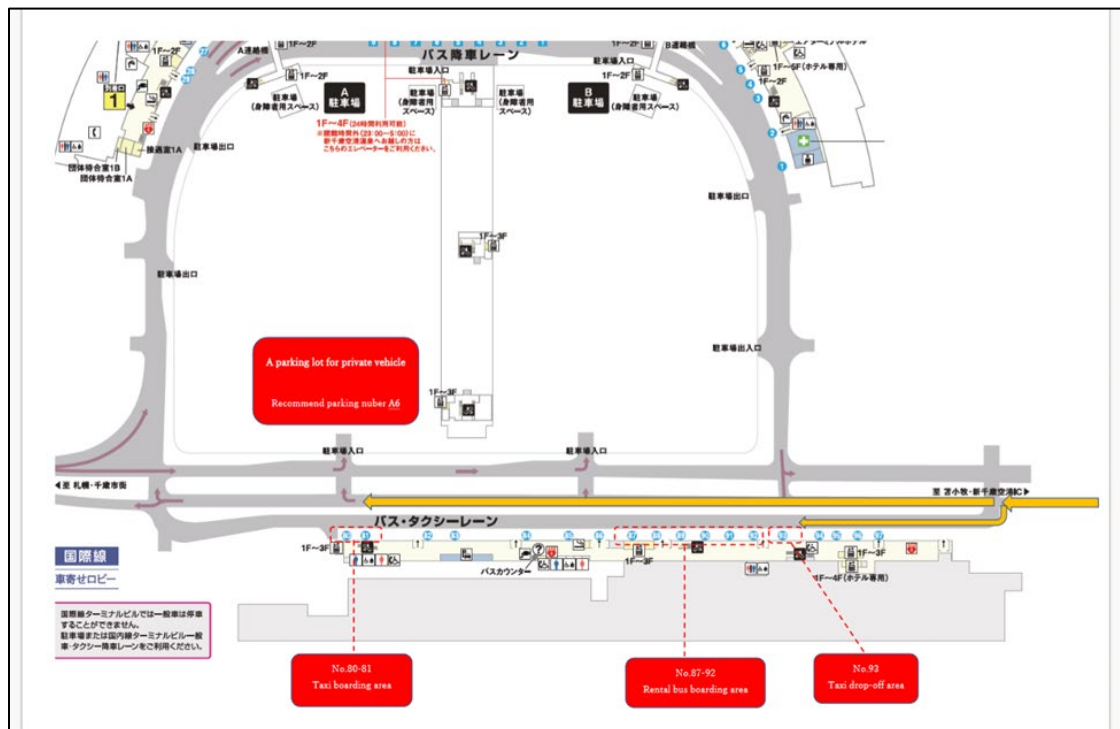
PERMITS AND INFORMATION

Before departure, all pets will be required to have an inspection for exporting at the Animal Quarantine area. Pets will be transferred from the Animal Quarantine area to the aircraft via a separate vehicle after the inspection is completed.

PASSENGER GROUND TRANSPORTATION

AIRPORT ADDRESS: SHIN-CHITOSE AIRPORT, BIBI, CHITOSE CITY HOKKAIDO 066-0012 JAPAN

Universal will arrange ramp ground transportation.



USEFUL LINKS & RESOURCES

- [JAPAN, HOKKAIDO \(RJCC\) INFORMATION](#)
- [OPERATING IN JAPAN PART 1 - AIRPORTS AND PARKING](#)
- [OPERATING IN JAPAN PART 2 - PERMITS, SLOTS, AND CIQ](#)
- [OPERATING IN JAPAN PART 3 – HANDLING, SECURITY, AND LOCAL SERVICES](#)
- [FOR OPERATIONS BASED IN ASIA-PACIFIC](#)
- [FEASIBILITY-IQ – MISSION PLANNING INTELLIGENCE](#)
- [TRIP SUPPORT](#)