

INTERNATIONAL ADIZ PROCEDURES NOTES FOR PILOTS

Welcome New International Pilot!

We want you to feel fully prepared for your journey to Mexico and have compiled this information to assist you. While this contains our most up-to-date information, procedures in Mexico do change from time to time. A good source of the latest information on flying to Mexico is the Baja Bush Pilots website, with which we suggest you supplement this information. After reviewing this material, we also recommend that you speak with an experienced pilot to gain a further understanding of, and preparation for, your initial trip to Mexico.

Flying into Mexico is NOT as tough as you may have heard. Most officials speak English as English is the international Language for the traffic control system. The rules are slightly different than the US but mostly the same. In general if you would not do something at your Home Airport do not do it in Mexico and you will be Fine. The people are friendly and accommodating. The pace of life is slower - so, just relax and go with the flow. Treat the officials with the same respect you would provide your local officials and you will find them very pleasant and helpful.

BEFORE YOU GO

Guns & Drugs

Any bad story you may have heard about Mexico properly had to do with Guns & Drugs. Do NOT Bring any into or out of Mexico and you will not have to worry about it.

Large N Number

U.S. Customs requires that your aircraft have a large (12") N number. If you do not have one, you must make arrangements for this in advance. A temporary number affixed with tape or temporary paint is usually acceptable.

Important Documents

Be sure you have **Mexican liability insurance**, a **pilot license** and **medical, registration** certificate and **airworthiness** for your airplane. The law requires an FCC but I have never been asked for it.

You should have a **passport**. A **notarized permission is required if a minor child** is traveling w/ only one parent. Current Passport + Visa (Temporary Visitor) or Green Card (Permanent Resident) are the only acceptable forms of I.D. for International air travel & re-entry into the U.S. If a Temporary Visitor, proof of planned future exit upon re-entry to the U.S. is generally requested upon re-entry to the U.S. (This may be in the form of an e-ticket itinerary or paper tickets).

The Mexican Government may require permission for LLC **or corporate A/C on a personal flight**. A notarized permission on letterhead is reported to suffice. [Example Word Document](#)

Mexican Insurance

You **must** have an **insurance policy issued by a Mexican liability carrier** before you travel to Mexico. If you do not have such policy, you might consider using one of the following entities that have been used by our pilots successfully in the past: A add-on policy is available from most insurance companies. (Mine was less than \$100/yr)

2007: The Mexican government has made a recent change that allows US liability insurance to provide protection when in the Country of Mexico. In order for this to be accepted, the words "**Liability Insurance in Mexico**" must be stated in your policy and that the limits of coverage are covered. (we advise that US pilots continue to purchase Mexican insurance for at least one more year, primarily to insure that Mexican authorities understand that you are covered and don't face additional challenges in the case of an incident.

Baja Bush Pilots Insurance : <http://www.bajabushpilots.com/insurance.php>

Baja Bush Pilots Ltd. 149 W Boston, Chandler, Arizona 85225 480/730-3250 (voice) 480/730-3251 (fax)

Jack McCormick President, Baja Bush Pilots Ltd. Mexican Surplus Line Broker License # 79736

International Gateway Insurance (800) 423-2646 (619) 422-2671 fax	MacAfee & Edwards (800) 334-7950 (818) 792-7322 fax	Aero Aviation Insurance (714) 731-4271 (714) 731-3899 fax
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You must take a copy of your Mexican insurance policy with you to Mexico!

Obtain an Annual Permit

Keep your receipt with the authorization form and present both on your return trips to Mexico during the period that the authorization is valid. (1/1 – 12/31)

Foreign pilots can now purchase their Multi-Entrance Authorization at an International Airport in Mexico (AOE). Effective Jan 1, 2005 and still based on one calendar year, the form can be completed and paid for the first time the pilot goes into Mexico each year.

You will no longer need to apply through Mexico City and wait for 4-6 weeks to receive this Authorization. There is no longer a reason for a General Declaration as all entrances to Mexico will be Multi-Entrance.

In order to receive this authorization, **the pilot must provide the original and two copies** of the following documents:

- The pilot's license
- The pilot's medical
- The Aircraft Registration
- The Airworthiness Certificate
- The Insurance Policy (see note below)

If your paperwork is not exactly as required, a multi-entrance authorization will be denied however; you will still be able to enter Mexico on a single entry basis. The price for both entries (multi or single) is still NP\$502.00 (US\$50.00)

NOTE: Authorizations will not be issued for persons that have trip, short term, or card insurance cards. The policy must be valid for ninety (90) days or more from the time of entry.

Organize Required Documentation

I put ALL My required forms and flight plans in a single binder. In addition to the annual permit from Mexico City, if you choose to obtain one, be sure you have the following additional documents organized and ready for your departure:

- **Pilot's Certificate and Medical Certificate** (copy OK for Mexico, US requires originals)
- **Registration & Airworthiness Certificate** (copy OK for Mexico, US requires originals)
- **Notarized letter from the registered owner** giving you permission to take the plane into Mexico if you are not the person shown on the registration. Also needed if owned by a Corporation or LLC.
- **Copy of your Mexico Insurance policy**
- **U.S. Customs Form 178**
- **U.S. Customs Decal**
- **U.S. FCC Radio Station Authorization** (Required but never been asked for it)
- **Passport or Birth Certificate**

Mexico Forms

After your first trip, you may choose to complete yourself the forms that the airport officials at your Airport of Entry will otherwise complete on your behalf. As the forms are in Spanish, we recommend that you have another pilot assist you in completing the forms the first time or use our examples as a guide. Having the forms completed in advance will expedite your handling at most MX Airports, which often can be a lengthy process. However, Some airports will not take completed forms – Why ? I do not know?

The required forms are:

- **Flight Plan (*Plan de Vuelo*)** (3 copies) – At each AOE
- **Aircraft Entrance (*Internacion de Aeronaves*)** (4 copies) At First AOE
- **Insurance Certificate**
- **Arrival Report (*Reporta de Llegada en Vuelo de Ruta*)** (2 copies) At First AOE
- **Mexico Multi-Entry Permit** and proof of payment of entry fee if you have entered earlier in the calendar year. (**KEEP the Receipt with the Permit**)

Flight Planning

You will need the **CH-22** and or **CH-23 WAC Chart**, as well as approach plates for Mexico if instrument-rated. Some of our pilots fly direct from their home base to an Airport of Entry (discussed below) in Mexico. Others require a fuel stop, in San Diego or at Calexico (KCXL), before continuing south of the border. Whatever is the case, your first point of landing in Mexico must be an International Airport of Entry (designated on your CH-22).

Below is a chart of waypoints and frequencies that you may find useful in flight planning:

Airport Name	ID	Apch	Tower	VOR	ATIS	Runway	Length	Elv	GPS Location
Mexicali	MMML	twr	118.2	115.0	127.6	10 / 28	8530	72	N32 37.8 W115 14.5
Tijuana	MMTJ	119.5	118.1	116.5	127.9	09 / 27	9711	499	N32 32.5 W116 58.3
Ensenada	MMES	twr	119.75	400n		11 / 29	4892	66	N31 47.7 W116 36.1
San Felipe	MMSF	twr	118.5			13 / 31	5170	150	N30 56.0 W114 49.0
Puerto Penasco	MPPE	twr	122.8	112.1		11 / 21	4900	30	N31 21.0 W113 32.0
Guaymas	MMGM	twr	118.6			02 / 20	7700	89	N27 58.0 W110 55.0
Hermosillo	MMHO	121.4	118.7	112.8	127.7	05 / 23 11 / 29	7546 3609	646	N29 05.7 W111 02.8
Ciudad Obregon	MMCN	twr	118.3	115.1	127.6	13 / 31	7500	243	N27 23.6 W109 50.0
Loreto	MMLT	twr	118.4	113.2		16 / 34	7218	10	N25 59.4 W111 20.9
El Fuerte			122.8			14 / 32	4128	225	N26 23.5 W108 36.0
San Blas			122.8						N26 04.1 W108 43.53
El Carrizo			122.8						N26 22.46 W109 01.45

Please note that when returning from Mexico and clearing Customs in Calexico that a Calexico Direct Julian flight path will clip the corner of restricted area 2510A

File a Flight Plan

Call San Diego Flight Service (800-439-4322) to file your flight plan. We recommend that all pilots either be on an IFR flight plan in U.S. airspace or use VFR flight following. Either way, you need a flight plan to cross the border. San Diego handles hundreds of these each week, and they know the procedure better than other flight service stations. When you complete your flight plan, tell Flight Service that you need a "return customs notification" for the date of your return. (**ADCUS** in the remarks) You must indicate the U.S. Airport of Entry to which you will be returning, generally San Diego Brown (KSDM), Calexico (KCXL) or Yuma (KYUM), and the time at which you anticipate you will return. Flight Service will then notify Customs when to expect you.

- The IFR or DVFR flight plan to Mexico can be filed up to 22 hours in advance of border crossing (the usual flight plan limitation).
- The return DVFR flight plan from Mexico to the US can be filed 30 days in advance. The Return Flight Plan should be scheduled for 1 week later than you expect to return. This will give you flexibility on your return and make the return into the US easier.

DAY OF DEPARTURE

Crossing the Border

You must be on a discrete transponder code when crossing the border either northbound or southbound. The southbound requirement is a new Homeland Security Office requirement implemented by Customs. If you are told to squawk 1200 before crossing the border, ask if you can keep your current code until reaching the border or call San Diego on 122.6 and request a new squawk code. If you land at Calexico or Imperial for fuel en route to Mexico, call San Diego FSS on the FBO phone, and they will give you a new squawk code. SD Radio from Mexico 001 858 277-3493 from the USA 800 439-4322

As you cross the border heading south, call the nearest towered airport and report crossing the border, usually Mexicali (118.2) or Tijuana (119.5).

En Route

Our experience with the controllers in Mexico is excellent. All speak English and will have little trouble understanding you if you **speak slowly and distinctly**. When you call Mexican controllers, first state your **N number** and **await a response**. Then state your **type aircraft, departure point, destination, altitude** and **position**. Expect to repeat some information. You will be given a squawk code and asked to report at various positions and then told when to leave frequency and the next frequency suggested. Mexican controllers prefer that you speak English unless you are 100% fluent in Spanish. **Unless otherwise instructed, contact Mexican Towers 50 DME out.**

Airport of Entry (AOE)

When you land at most Airports in Mexico, you may be approached by a teenager in uniform with a semi-automatic weapon. **No alarm, this is normal**; he just needs to record your information on an aircraft arrival form. Guards want to know your **Name, Tail #, No. of Passengers, Where you came from and where you are going**. You may also have to present a Pilot License & Medical, Aircraft Registration, Mexican Insurance to the Guards. However, that is usually provided to the commandant. Sometimes, you may also be met by Customs at your plane for a random search. Just be pleasant and comply and treat the officials with respect.

Ask the fuel truck folks for the amount of liters you want in each side (**3.78 liters = one gallon**). You may have to move the plane to or from the fuel location if a fuel truck is not used. I would recommend that someone stays with the plane during the fueling process to make sure the correct fuel and amount is added and the quantity is recorded. The fuel at most airports is as good as it is in the US. They have filters and all the same equipment we have.

Send your passengers off to the potty and to Immigration with their passports. There they will show their passport and fill out a Customs Form (*Forma Migratoria para Turista*). Tell them to enter 180 days under "Starting from Date of Entrance" so they need to complete the form only twice per year. No hurry here since you will be on the ground 40-60 min and as Pilot in command you will have lots to do.

Airport of Entry (Continued)

Go to the Commandant's office, and complete or hand in your :

- **Flight Plan (*Plan de Vuelo*)** (3 copies)
- **Aircraft Entrance (*Internacion de Aeronaves*)** (4 copies)
- **Insurance Certificate** (Show a copy)
- **Arrival Report (*Reporta de Llegada en Vuelo de Ruta*)** (2 copies)
- **Mexico Multi-Entry Permit & proof of payment** of entry fee if you have entered earlier in the calendar year.
- **If you do not have a Mexico Entry Permit** You will need to **Show & Provide 2 Copies:**
 - **Pilot's Certificate and Medical Certificate** (copy OK for Mexico)
 - **Registration and Airworthiness Certificate** (copy OK for Mexico)
 - **Notarized letter from the registered owner** giving you permission to take the plane into Mexico if you are not the person shown on the registration. Also needed if owned by a Corporation or LLC.
 - **Copy of your Mexico Insurance policy**

The Commandant will stamp everything (The forms you provided him), and send you off to Customs and Immigration (Maybe next desk or in the adjacent terminal). There you will show your passport and fill out a Customs Form (*Forma Migratoria para Turista*). Enter 180 days under "Starting from Date of Entrance" so you need to complete the form only twice per year. Get everything stamped again.

Go back to the Fuel Office get the fuel receipt. Take the fuel receipt and your Flight Plan to the Cashier, where you will pay for your fuel (credit cards usually OK but the machine doesn't work sometimes), and get more stamps on your Flight Plan.

Take your fuel receipt and flight plan back to the Commandant, where you will get your Aircraft Entrance (*Internacion de Aeronaves*). The Commandant will provide you w/ your paper work w/ official stamps and wish you well.

Guard your Aircraft Entrance (*Internacion de Aeronaves*) with your life. You must show this document every time you land at another airport in Mexico and surrender it at the last airport when leaving Mexico. **This is an Important Document. Do Not Lose It.**

If you travel to other airports in Mexico the airport officials will meet your plane and ask for your name and pilot's license number, and may ask to see a copy of **your Aircraft Entrance Document** and the **flight plan** from your AOE or last airport.

The only difference at from the AOE airport (First Landing) and your second stop will be less entrance paperwork and less of a chance for a customs inspection. You will still need to complete a Flight Plan, Pay Landing fees, Parking Fees, Departure Fees etc.

Non Towered airports do not require Flight Plans and have much fewer fees, if any.

The whole process seems unorganized at first but it is not. Also when you travel to different airports the process will seem different. It is but it is not. It seems un-organized at first but there is a flow to the process. Mexico is attempting to implement a ONE Window Payment concept but it may not be at your AOE.

The process takes you thru the Approval for landing, Customs, Gas, Flight Plans, Payment of fees. These may be all at one Window/Desk/Person or 5 different building / offices. Some times you go to 5 different desks and the same person meets you there ? So, the process is the same but the application is always different.

**Slow Down, Relax, Treat them with Respect, Enjoy the Experience
The nicer you are the better there English is !!**

Check Fuel, Get back in the Plane and contact the Tower (same as in the US) Take off to your next airport. They will expect you to report heading, Altitude and distance from the airport (Usually 5, 10 & 30 Miles out. If you did not file a flight plan or the commandant dis not send it to the tower, you may be asked to return to the commandants office.

Enjoy Mexico – The further South you go the better the county, culture and the people. I joke that I have traveled all over Mexico and Central America and only know 10 Spanish words. Today, I know about 20 and can sometimes put 2-3 of them together. I have never had any problems that I would not have had in the USA.

**As Jack of the Baja Bush Pilots says – “Be a Traveler not a Tourist” – Go with the Flow
If you lower your expectations they will be met.
Slow Down, Relax, Treat them with Respect, Enjoy the Experience
The nicer you are the better there English is !!**

VFR vs IFR in Mexico

No VFR Flights at NIGHT – IFR ONLY

**IFR is not like in the USA – Do not expect much help.
Radar is HIGH 15k+ and spotty.
Tcas is a Nice feature to have.**

Flying in Mexico is Back to the Basics – Enjoy it.

Now for the HARD Stuff. - Getting Back into the USA.

DAY OF DEPARTURE

Crossing the Border

Upon departing Mexico you need to depart from a Mexican Airport of Entry (whether or not you need fuel). There, you will be asked to **surrender your Aircraft Entrance document**, and you will file an International Flight Plan to your U.S. Airport of Entry.

En route, if it appears that your time of arrival at your U.S. Airport of Entry is going to differ from the time that you filed with San Diego FSS, call San Diego Radio on 122.6 and tell them you need to "update your border crossing flight plan ETA". You can usually reach San Diego just north of Puerto Penasco VOR. You can then be up to 15 minutes late at your airport of arrival for your updated arrival time, **but not early**. Plan accordingly. SD Radio from Mexico 001 858 277-3493

You must be on a discrete transponder code when crossing the border either northbound or southbound. The southbound requirement is a new Homeland Security Office requirement implemented by Customs. Call San Diego on 122.6 and open your flight plan and request a squawk code.

Make sure you Filed your Return Flight Plan when you left the US. I recommend that It should be scheduled for 1 week later than you expect to return. This will give you flexibility on your return and make the return into the US easier. This just makes it easier but is not required.

The fine is \$5000 for failure to notify US Customs at least 1 hour prior to your arrival. See the Provided [Check List](#) and Sample Forms. Trust me it sounds a lot worse than it is. The key to this is to File your Flight plan to get back into the US when you leave the US. This allows you to only provide a 1/2 hr notice. Easily done on SD Radio 122.6 30-60 min south of the US Border. The ADCUS in the flight plan is the request for them to call Customs for you. Worst case is you just slow down or burn ½ hr fuel over Mexico. At 6-10,000ft you can reach SD Radio 35-45 min out. Once I came into Brown Field early (the rare chance I had a Tail wind) there was no Customs on site. So I just did 3 Touch & Goes w/ the tower then landed at my assigned time. Calexico is much more flexible since Customs is onsite at that field. I have landed 15 mins after contacting ATC w/ no issues. The key is a Customs agent has to be present when you land and stay w/ your plane until they clear you. Don't even let your passengers do a potty stop unless customs clears them.

Upon landing at your U.S. Airport of Entry, you will be directed to the appropriate position for Customs. Stay with your aircraft, and have all of your passengers stay there, until a customs officer comes to see you. You will have to either present or purchase a U.S. Customs Sticker (\$25 per year). You may also be asked to present your pilot's license, medical certificate, aircraft registration, and airworthiness certificate. You and your passengers may also be asked for passports and other identification. It is very useful if you have your Customs Form completed in advance. This will expedite your processing.

Close your International Flight Plan

Take off and Head home w/ lots of Good Memories

Going to Mexico Check List

Documentation	Fees to Expect
A-Airworthiness Certificate	Bring \$400-Small Bills \$1, 5, 10, 20
R-Registration Certificate	
R-Radio Station License	\$ 50 Mexican Airspace Use
O-Operating Limits	\$ 8-10/p Landing Fees Per AOE
W-Weight & Balance	\$15/p Immigration fee Each
Corporate Notarized Letter	
Mexico & US Aircraft Insurance	
US Customs Use Fee Sticker (\$25)	In-Case of Emergency
Proof of Citizenship - Passport	Water
Drivers License	First Aid Kit
Pilot License	Survival Kit
Pilot Log Book	Sleeping bag
Pilot Medical Certificate	Lighter
	Lantern / Flash Light
DVFR or IFR Flight Plan	Toilet Paper
“ADCUS” in Comments	Snacks for Travel
	Camera, Film, Batteries
Flight Plan Required in Mexico	Butt Pack and/or Back Pack
IFR Required at Night	Translator
VFR Chart - CH-22	Sunglasses
	Small Ice Chest
Extra Airplane Things	Hats
	Lots of Sun Screen
Prop Lock & Key - Extra Security	
3 Rebar, Hammer. - Tie downs	
	Bring a Casual Attitude and Enjoy
6 Quarts Oil - Oil is hard to find	Go at a Slow Pace - Don't Rush it
Hand Held Radio - Emergency	
Hand Held GPS - Emergency	
Chamois, Gas Filter - Emergency	