

# ARRIVAL & DEPARTURE GUIDE

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

## **SBRF/REC**

**Recife/Guararapes – Gilberto Freyre International Airport**

**PREPARED BY**

**UNIVERSAL AVIATION**

**24/7 SUPPORT**

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# ARRIVAL PROCEDURES



## PASSENGERS AND CREW ARRIVALS

### IMMIGRATION AND CUSTOMS PROCESS

Upon arrival, crew and passengers will be greeted by a Universal staff member as they disembark the aircraft. All will be escorted to the customs and immigration area for processing. It takes approximately 15 minutes from the aircraft to the exit of the airport. We will keep in contact with your drivers and ensure you have a smooth pick-up.

All carry-on bags will be inspected, and passengers will be scanned with metal detectors. If any forbidden item is found, it will be kept by security agents, sealed, and returned to the owner outside the security area.

This process will take approximately 5 minutes until we reach the immigration counters. Once everyone clears immigration and customs, a Universal staff member will escort passengers and crew to their meeting point for ground transportation. The complete process will take around 15 minutes.

## DISABILITIES

Passengers with disabilities will have access to a ramp and an elevator for boarding and disembarking. Inform your Universal Aviation agent if you will require assistance for a passenger with a disability.

## LUGGAGE

### HANDLED VIA A UNIVERSAL STAFF MEMBER

All luggage must be offloaded from the aircraft upon arrival and checked in customs via Gate A1. A staff member will take the luggage to the customs area. We will wait for passengers to collect the luggage and pass through with them. A staff member will assist passengers and crew through the entire arrival process.

## PARKING

Parking is available upon request. Advance notice is needed to secure a parking permit. Before arrival, confirm your parking with a Universal staff member.

## PET ARRIVALS

### PERMITTED

A current International Veterinary Certificate/PET passport issued or endorsed by an Official Veterinarian from the country's Veterinary Authority is required. [Learn about Brazil's requirements per animal](#). Pet tutor's document (passport).

# DEPARTURE PROCEDURES

## PASSENGER AND CREW DEPARTURES

### MEETING POINT - GATE A1

Passenger and crew members should meet at Gate A1, where a Universal staff will be waiting to greet everyone. Once everyone has arrived, they will be escorted through security and immigration for international flights or



directly to their aircraft for boarding for domestic flights. The total time from the airport entrance to the aircraft is 20 minutes. A porter will be available to assist with luggage and carry-on bags.

## PASSENGER AND CREW GROUND TRANSPORTATION

### GROUND TRANSPORT

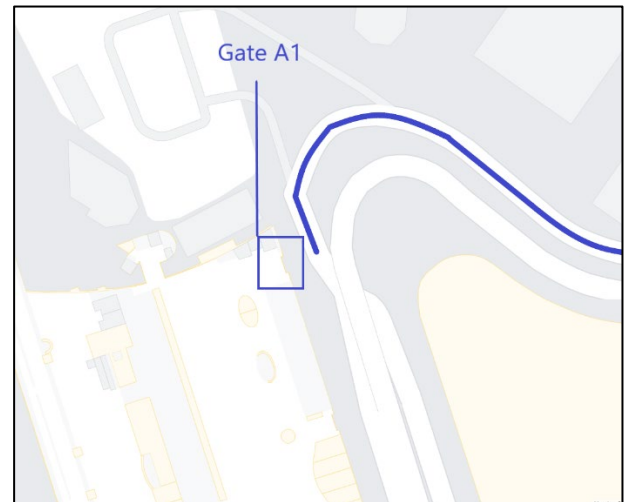
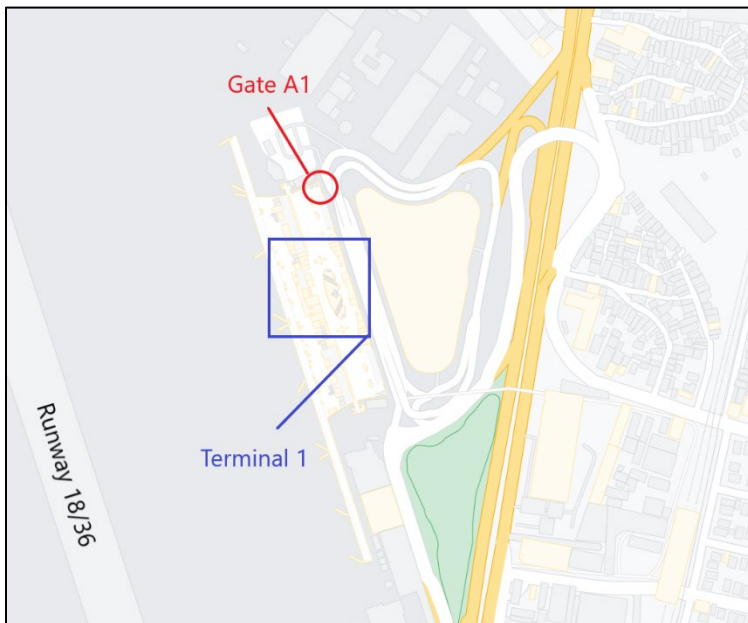
#### PASSENGER AND CREW

Ground transportation must be requested at least 24 hours in advance. Some types of vehicles must be requested four days in advance. Contact your Universal Aviation rep for more information.

## PASSENGER GROUND TRANSPORTATION

### ADDRESS FOR DRIVERS:

Praça Min. Salgado Filho, s/n - Imbiribeira  
Recife - PE, 51210-902, Brazil



## USEFUL LINKS & RESOURCES

- [RECIFE, BRAZIL \(SBRF\) INFORMATION](#)
- [BRAZILIAN OPERATIONS CENTER](#)
- [RESOURCES IN LATIN AMERICA](#)
- [FEASIBILITY - IQ - MISSION PLANNING INTELLIGENCE](#)
- [TRIP SUPPORT](#)