



Dover Civil Air Terminal  
2199 Horsepond Rd.  
Dover, DE 19901

302.571.6375  
DRBA.NET

Dear Dover Civil Air Terminal User:

The Joint Use Agreement (JUA) with Dover AFB allows civilian aircraft to utilize the Air Force's airfield facilities at Dover. Civilian operations into Dover Air Force Base requires adherence to the **Mandatory Enhanced Security Procedures (MESP)** established by the Air Force (attached) and the issuance of a Prior Permission Request (PPR). Your adherence to the MESP in addition to guidelines established by the Transportation Security Agency will ensure the safe transportation of your passengers to Dover. Issuance of a PPR for the use of the Dover Civil Air Terminal may be obtained by completing the attached arrival request forms. Please contact staff at (302) 571-6375 or [dov-cat@drba.net](mailto:dov-cat@drba.net) for assistance.

There is a landing fee based on the FAA's Aircraft Design Group. Below are the fees based on aircraft groups:

Aircraft Design Group	Wingspan	Fee
Group I	< 49'	\$75
Group II	49' - < 79'	\$125
Group III	79' - < 118'	\$300
Group IV	118' - < 171'	\$600

The following additional charges apply: Operations outside regular business hours of 0830-1630 is an additional charge of \$50.00. Overnight parking or parking more than 3 hours is \$50.00.

Payment is due upon landing and may be paid by major credit card or company check. We do not accept Fueling cards. Failure to notify Civil Air Terminal staff 24 hours prior to cancellation will result in a \$100.00 cancellation charge.

**Special Note to Pilots: The Civil Air Terminal is NOT an FBO, and most amenities associated with an FBO such as Ground power units, Lav carts, and aircraft tugs are not available.**

## **Mandatory Enhanced Security Procedures (MESP)**

In order to ensure a practical level of security at the Dover Civil Air Terminal and associated facilities located on the Dover Air Force Base, the Air Force requires all civilian aircraft comply with the following Mandatory Enhanced Security Procedures (MESP). Failure to comply with the established MESP procedures will result in denial to land at the Dover Air Force Base.

**Mandatory 72-hour Prior Permission Required (PPR)** – Aircraft will be issued a PPR control number for landing approval by calling (302) 571-6375 or (302)757-2952. Aircraft will not be permitted to land without a control number. Change in arrival information must be reported to Dover Civil Air Terminal staff prior to departure for Dover Air Force Base.

**Periodic and random passenger manifest checks may be conducted at the Civil Air Terminal upon arrival and departure of aircraft.** - Passengers, cargo/luggage, and aircraft may be subject to random search by United States Air Force security personnel and military working dogs.

**Pilots must perform a comprehensive aircraft security check prior to departure for Dover Air Force Base to insure that no weapons, explosives, or other hazardous materials (Biological/Chemical/ Nuclear) are on board**

**The Pilot-in-Command of aircraft using the Dover Civil Air Terminal is responsible for positively identifying passengers and baggage, prior to arrival and departure from Dover Air Force Base**

**Civilian aircraft are not permitted to land or take-off on Runway 14**

**DOVER CIVIL AIR TERMINAL RELEASE AND INDEMNIFICATION AGREEMENT**

In consideration of being granted permission to use Dover Air Force Base and the Dover Civil Air Terminal, the undersigned user releases forever the United States, including the United States Air Force; their agencies and personnel; the Delaware Department of Transportation and the Delaware River and Bay Authority; their agencies, officials, and employees from every liability arising out of the use of the airfield, supplies, or services by the user. The user will defend, pay or settle all claims or suits against the United States, including the United States Air Force; their agencies and personnel; the Delaware Department of Transportation and the Delaware River and Bay Authority; their agencies, officials, and employees by agents or employees of the user or persons claiming through them or by third parties, and will hold the United States, including the United States Air Force; their agencies and personnel; the Delaware Department of Transportation and the Delaware River and Bay Authority; their agencies, officials, and employees harmless against every such claim or suit, including attorney fees, costs, and expenses arising out of the use of Dover Air Force Base and the Dover Civil Air Terminal by the user. Attached "**Exhibit A**".

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\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Physical Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone

**By:** \_\_\_\_\_  
Representative's Signature

\_\_\_\_\_  
Representative's Name and Title

\_\_\_\_\_  
Signature Dated

**“Exhibit A”**

- 1) For purposes of this agreement, the terms “United States Air Force; their agencies and personnel” and “Delaware Department of Transportation and the Delaware River and Bay Authority; their agencies, officials, and employees” shall include:
  - a. Military personnel and civilian employees of the United States Air Force, including non-appropriated fund employees acting within the scope of their employment, the Delaware Department of Transportation, the Delaware River and Bay Authority, their agencies, officials, and employees, and heirs, successors, executors, administrators, and assigns of such employees
- 2) The User will comply with all applicable military regulations as listed in AFR 55-20, as well as, local supplements, directives, and orders.
- 3) The User will pay or settle every claim for death or injury to United States personnel, or for loss or damage to property of or under the control of the United States or United States personnel, arising out of the use of the military airfield or military supplies or services, by the User, unless the death, injury, loss, or damage results solely from the negligence or willful misconduct of United States personnel.

## Request for Landing Form

USER (COMPANY) NAME:

POINT OF CONTACT:

TELEPHONE:

EMAIL:

Please list all aircraft and arrival information requested below and e-mail to [doy-cat@drba.net](mailto:doy-cat@drba.net) for issuance of a PPR. Arrival information may be changed up to 24 hours before scheduled arrival time. Please feel free to call (302) 571-6375 with any questions.

					AIRPORT USE ONLY	
ARRIVAL DATE	ETA	ETD	A/C TYPE	TAIL NUMBER	PPR#	ISSUED
	(L)	(L)				
	(L)	(L)				

**I Acknowledge Prior Arrangements for Fueling Services are Required Through Atlantic Aviation, ILG**

\*\*\*\*\*AIR FORCE AUTHORIZATION\*\*\*\*\*

Date Issued: \_\_\_\_\_

Issued To: \_\_\_\_\_ (*Airfield Management*)

Civil Air Terminal Employee Signature: \_\_\_\_\_