

Dear CBAA Members,

Subject: U.S. Alien Registration and I-94 Compliance Guide for Canadian Business Aviation Operators – Effective April 11, 2025

As Canadian business aviation operators, we frequently cross the U.S. border, making it essential to prepare for upcoming changes to U.S. immigration requirements. Starting April 11, 2025, new rules under U.S. law (8 CFR § 264.1) will affect aliens 14 years of age or older entering the U.S., with obligations tied to the length of stay. For our air travel operations, the electronic Form I-94 will play a central role in compliance. This guide uses a decision-tree approach to outline what these changes mean for your crews and passengers, effective from that date.

Decision Tree: Your Compliance Path (Starting April 11, 2025)

Follow this step-by-step guide to determine what's required for U.S. travel after April 11, 2025:

Step 1: How Long Are You Staying in the U.S.?

- **If Your Stay is 30 Days or Less**
 - No Registration Required: Starting April 11, 2025, aliens staying 30 days or fewer are exempt from registration and fingerprinting under the new rules.
 - I-94 Still Issued: Upon arrival by air, U.S. Customs and Border Protection (CBP) will automatically generate an electronic I-94 as proof of lawful entry, but no further action is needed unless your stay extends.
 - Action: Depart within 30 days. You can optionally verify your I-94 at <https://i94.cbp.dhs.gov/i94/> to confirm entry/exit details.
 - Outcome: No additional steps, no fingerprinting—travel as usual.

- **If Your Stay Exceeds 30 Days**
 - Registration May Apply: Effective April 11, 2025, stays over 30 days may trigger registration requirements under the Alien Registration Act, depending on your visa status and CBP processing.
 - Electronic I-94 is Key: For air entries, the I-94 remains your primary compliance tool, but you'll need to manage it actively. In some cases, fingerprinting or additional registration may be required if directed by CBP.
 - Action: Proceed to Step 2 for compliance steps.

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Step 2: Compliance Steps for Stays Over 30 Days

For stays exceeding 30 days after April 11, 2025, follow these steps to ensure compliance:

1. **Verify I-94 Issuance:** After entering by air, confirm that CBP issued your electronic I-94 correctly. Access it at <https://i94.cbp.dhs.gov/i94/>.
2. **Check Authorized Stay:** Review the I-94 expiration date. For most Canadian business travelers (e.g., B-1 visa status), stays up to six months may be authorized, but shorter durations could apply.
3. **Monitor Your Stay:** Depart before the I-94 expires to avoid overstay violations. Overstays can lead to penalties, including fines or re-entry bans.
4. **Correct Errors:** If your I-94 has mistakes (e.g., wrong dates or names), contact CBP via <https://www.cbp.gov/contact> or visit a port of entry for corrections.
5. **Fingerprinting (If Required):** While rare for air travelers, CBP may request fingerprinting or further registration for extended stays starting April 11, 2025. If directed, comply promptly to avoid issues.
6. **Retain Records:** Save a copy of your I-94 for future reference or entry.

Why This Matters

Effective April 11, 2025, these requirements will impact our operations. Short stays under 30 days remain straightforward, ideal for quick business trips. However, longer stays demand attention to avoid immigration complications that could disrupt flights, affect clients, or limit future U.S. access for crews. The electronic I-94, issued automatically for air entries, is our industry's tool to stay compliant—starting on that date.

Additional Resources

- CBP I-94 Portal: <https://i94.cbp.dhs.gov/i94/> – Check or retrieve your I-94.
- U.S. Department of Homeland Security: [DHS - Immigration and Customs Link](#) – Learn more about entry rules.
- CBP Support: <https://www.cbp.gov/contact> – Get help with I-94 or registration questions.

CBAA Commitment

With these changes taking effect on April 11, 2025, the CBAA is here to help you prepare. Whether you're planning a short hop or an extended stay, [contact our office](#) if you need assistance navigating the new requirements. We're committed to keeping your operations smooth and compliant.

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