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PilotController COMMUNICATIONS

VFR CALL ARRIVAL TO CONTROLLED AIRPORT

- Initial call should include callsign, type of aircraft and position, followed by intention to land (*Ex. N123, Skyhawk is 30 miles east of Manassas, landing Manassas*).
- Pilot should have the ATIS code prior to calling.
- Know the type of airspace you are flying into:
  - » Class B
  - » Class C
  - » Special rules, such as the airspace surrounding Washington, D.C.

VFR AIRCRAFT OVERFLYING AIRSPACE

- Initial call should include callsign, type of aircraft and request (*Ex. N123, C172 request VFR flight following*).
- Controller will normally reply with transponder code and request for pilot to provide route and altitude information.
  - » Pilot reply *(Ex. N123 is 30 miles east of Columbia, 6500 to Augusta)*.
  - » Controller will advise aircraft when radar contact is established.
- Once the aircraft is radar identified, make sure the controller is advised of any changes to the flight information that had been given to them.
  - » Altitude changes
  - » Deviations around clouds
  - » Change in destination

VFR CALL DEPARTING UNCONTROLLED AIRPORT

- *Ex. N123, C172 departed Tara Field request flight following to Panama City.*
- Be prepared to receive a transponder code and to verify your requested altitude.
- Once the aircraft is radar identified, make sure the controller is advised of any changes to the flight information that had been given to them.
  - » Altitude changes
  - » Deviations around clouds
  - » Change in destination

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IFR CLEARANCE: UNCONTROLLED AIRPORT

- **Pilot will utilize a remote frequency or telephone.**
  - » Contact controller with callsign, airport and verify the weather.
  - » Have the ability to write the IFR clearance as it is being given; at times, pilots will not receive what they file.
  - » Read back clearance as received.
  - » Pay particular attention to the initial altitude, due to most flights not getting their requested altitude right off the ground.
  - » Pilot must ensure they have been given a departure release in addition to the route clearance.
- **Departure release has been received.**
  - » Pay attention to the clearance void time and make sure the aircraft is airborne prior to that time.
  - » If time is not going to be met, contact controller via remote frequency or telephone and advise.
  - » Once airborne, pilot shall folllow the departure clearance received when released. Do not turn on course unless it is approved by controller.
  - » On initial call to the controller, pilot should state callsign, altitude leaving and assigned altitude *(Ex. N123 airborne, leaving 1000, climbing to 2000)*.

• DISCLAIMER •

This pamphlet is intended to provide only basic tips on pilot/controller communications and is in no way intended as a substitute for formal flight training. This pamphlet was not developed or approved by the U.S. Department of Transportation, Federal Aviation Administration (FAA). Therefore, the National Air Traffic Controllers Association (NATCA) makes no warranty whatsoever that the information contained in this pamphlet is an accurate reflection of current FAA guidelines. In no event shall NATCA be held liable for any damage or injury arising, directly or indirectly, from the use of the information contained in this pamphlet, including damage or injury arising from any inaccuracies, omissions, or errors contained herein.

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