

PilotController COMMUNICATIONS

GROUND



INITIAL CALL: CLEARANCE DELIVERY

- Have the weather and ATIS code before you call.
- State full callsign, type, destination and verify you have the ATIS.
- Have a writing surface available to copy amended routings.
- Read back the clearance in the same order received.




GROUND CONTROL: DEPARTURE

- State callsign and your position with “ready to taxi” (*Ex. N123 at Signature, ready to taxi*).
- Have a taxi chart of the airport to assist when receiving detailed taxi instructions.
- Read back ALL hold short instructions (*Ex. N123, runway 36 taxi via A hold short of runway 9*).
- If you become lost or not sure, **STOP & ASK** if not on a runway.



GROUND CONTROL: INBOUND

- Call ground control with callsign, position and airport destination (*Ex. N123, off 36 at Kilo to Atlantic*).
 - Expect detailed taxi instructions that you have to read back.
 - Read back ALL hold short instructions.
 - If you become lost or not sure, **STOP & ASK** if not on a runway.
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LOCAL CONTROL: DEPARTURE

- If in a piston aircraft, advise tower you are ready for departure.
- Do not cross the hold short line until you receive a clearance to “line up and wait” or “cleared for takeoff.”
- Listen to departure instructions, as they may vary from what the pilot expects based on the course heading.
- Read back departure instructions. (*Ex. N123, Runway 36, turn right heading 090 cleared for takeoff*).

LOCAL CONTROL: INBOUND

- If transferred from a radar facility, the tower will know your position (*Ex. Asheville Tower, N123 inbound for runway 34*).
- The tower will either clear the aircraft to land, advise of other traffic or even change a runway if another one is available.
- Once you have landed, listen for runway exit instructions. If you are unable to exit at the assigned taxiway, immediately advise the controller.

• DISCLAIMER •

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NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION

