

## Typical Radio Procedures – Crystal Apt.

Call to Ground prior to taxi (121.6):  
(Copy ATIS on 124.475 before calling Ground)

**Pilot:** “Crystal Ground, Cessna 4808F at Wylie North ready to taxi with (ATIS Ident.) Northwest bound.”

**Ground:** “Cessna 4808F, taxi to 32 right via Charlie and Delta.”

**Pilot:** “4808F taxi to 32 right.”

**Note:** Ground Control will always give you taxi routing. You are not required to read back all taxi routing (EXCEPT ANY HOLD SHORT INSTRUCTIONS!), but if you do, you must read it back correctly. If you read back incorrectly, Ground Control will restate the instructions and expect a correct read back.

Call to Tower prior to takeoff (120.7):

**Pilot:** “Crystal Tower, Cessna 4808F 32 right ready to depart Northwest.”

**Tower:** “Cessna 4808F, Hold Short for landing traffic.” or  
“Cessna 4808F, Position and Hold 32 right.” or  
“Cessna 4808F, Cleared for takeoff 32 right.”

**Pilot:** “4808F Hold Short, position and hold, cleared for takeoff 32 right.”

**Note:** At any point, Tower or Ground may give you a variety of instructions such as reports of other traffic, ask you to report 2 or 3 miles out, Hold Short, etc. **All** instructions must be understood and repeated back. Do not agree to or confirm any instructions you do not completely understand. Ask for clarification if needed. Use phrases such as: “Tower, 4808F please repeat instructions” or “Tower, 4808F say again.”

If the controller uses the last three numbers or letters of your aircraft identification, then you may use them in subsequent communications. If the controller uses your entire identification, you should do the same.

**All Hold Short instructions must be read back!**

Call to Tower when returning to airport (120.7):  
(Copy ATIS on 124.475 approx. 12 miles out. Call Tower approx. 7 miles out.)

**Pilot:** “Crystal Tower, Cessna 4808F, 7 miles Northwest inbound landing with (ATIS Ident.)”

**Tower:** “Cessna 4808F, enter left downwind for 32 left.”

**Pilot:** “4808F left downwind for 32 left.”

In the traffic pattern:

**Tower:** “Cessna 4808F, Cleared to land 32 left.”

**Pilot:** “4808F Cleared to land 32 left.”

After landing:

**Tower:** “Cessna 4808F, exit next taxiway, contact Ground.”

**Pilot:** “4808F, exit next taxiway, contact Ground.”

**Pilot:** “Crystal Ground, Cessna 4808F off 32 left, taxi to Wylie North.”

**Ground:** “Cessna 4808F taxi to Wylie North via Echo, Echo 4 and Charlie.”

**Pilot:** “4808F, taxi to Wylie North”