



# Departure note sheet

Before you flight Brief yourself on following items:

1. Expected pushback DIRECTION and TAXI route
2. Points on your flightplan
3. ATIS information (Right click on ATIS in Vpilot, and select GET CONTROLLER INFO)
1. Fill in as many boxes as possible

## 1. Before ATC clearance (Info you must obtain. Filled before calling for CLR)

Aircraft Type	ATIS	QNH	Expected SID	Exp. FL	Stand	Exp. Rwy
This info to be included when calling for clearance			Info not to be reported to ATC, but to prepare you for what to expect in the clearance			

\*Kastrup Apron. Scandinavian 123, Boeing 737, information A, QNH1015, request clearance to Aalborg

\*Scandinavian 123, Cleared to Aalborg, via MIKSI1C Runway 22R, climb F170, Squawk 7473

## 2. ATC clearance Readback (Write down what you can in advance)

Destination	SID	Rwy	Climb	Squawk	Callsign

Readback clearance with info from left to right

## 3. Push and Start

Approved?	Facing	QNH	Stand
Clearance you can expect. Note QNH in advance			Info to be included when calling for push and start

\*Kastrup Apron, SAS123, Stand B7, request push and start

\*SAS123, Push and start approved, facing east, QNH1014

\*Push and start approved, facing east, SAS123

## 4. Taxi

Runway	Taxiways	
Use "Shorthand"	"." → Hold short	"X" → Cross

\*SAS123, taxi holding point A1, Runway 22R, via P,F and A, cross Runway 12

\*Taxi to holding point A1, Runway 22R, via P,F and A, cross runway 12, SAS123

Departure Runway	Departure Frequency	SID	Cleared Level



# Arrival note sheet

When in cruise brief yourself on following items:

1. Expected STAR, and other alternatives. Write them down (f.ex if there are two STARs type for same runway)
2. What Runway, and approach is set. Make sure your computer in the airplane is set to what you are expecting
3. Consider the most likely taxi-route, and alternative (Write them down as well)
4. Write down frequencies in part 3, which are or will be online into your airport (See Vpilot)
5. Get the ATIS information

## 1. Briefing before descend

Aircraft Type	ATIS	QNH	Exp. STAR	Exp. Rwy	Exp. Taxi in route
This info to be included when calling for clearance		Info not to be reported to ATC, but to prepare you for what to expect in the clearance			

*\*Copenhagen Approach, SAS123, Descending FL80, inbound KOR, Boeing 737, Information A*

*\*SAS123, Copenhagen approach, Identified, Information A is correct, expect ILS runway 22L*

*\*Expect ILS22L, SAS123*

## 2. Notes for arrival

Notes

Frequencies setup	
Name	Frequency

Frequencies setup	
Name	Frequency

## 3. Taxi int

Stand	Via Taxiway	Cross rwy?

*\*SAS123, taxi Stand B4, via taxiways, B, Y and M, Cross runway 30"*