

Quick Reference for IFR at Non-Tower Airports or Tower Not Operating

Departures -

Consult the Supplement (aka A/FD) to find the frequency or phone number to call CD, Clearance Delivery

IF you call FSS/Leidos for your clearance, they will request your clearance from ATC. It WILL include a VOID time. You MUST depart before the VOID time, typically 10 minutes.

Recommend not calling until you are ready to go.

IF for whatever reason you are not able to depart before the VOID time, you MUST advise ATC asap. This time cannot exceed 30 minutes.

Failure of an aircraft to contact ATC within 30 minutes will result in the aircraft being considered OVERDUE and RESCUE procedures initiated.

Also -

You can obtain a clearance by radio, if a frequency is published for this.

You might be able to use an RCO

Or perhaps you might be able to depart VFR if weather conditions are good VFR and you can SAFELY MAINTAIN TERRAIN CLEARANCE.

IF you call Clearance Delivery on the phone, the person answering will say something like 'SoCal Clearance'. You reply like you'd call ATC with your call sign, 'Bugsmasher 1234' requesting IFR to XYZ. Clearance Delivery reads your clearance, you copy it down and read it back. They will tell you, "you are released, time now XX:XX, clearance void if not off by XX:XX UTC. Good day."

Change back to the CTAF frequency and announce 'in the blind' that you are taking off

Arrival procedures -

You will be on Center or TRACON frequency.

How to get current weather? AWOS? ASOS? Or a nearby airport?

Check NOTAMS for any outages of runway or approach lights, which RAISE landing minimums.

After landing BEFORE shutting down, CANCEL YOUR IFR CLEARANCE with Center or TRACON.