LETTER OF AGREEMENT

EFFECTIVE: April 5, 2026

SUBJECT: Coordination Procedures

---

1. PURPOSE: This Letter of Agreement establishes procedures for handling air traffic between Denver Terminal Radar Approach Control (D01) and Grand Junction Federal Contract Tower (GJT FCT).

2. CANCELLATION: The Letter of Agreement between D01 TRACON and GJT FCT, dated March 23, 2023, is canceled.

3. SCOPE: To establish standard operating procedures for the coordination and control of aircraft between D01 TRACON and GJT FCT on the VATSIM network. This letter of agreement is supplemental to vZDV Facility Policy and FAA Order JO 7110.65. The information contained herein is to be used for flight simulation purposes only on the VATSIM network. It is not intended, nor should it be used for real-world navigation. The Virtual Denver ARTCC is not affiliated with the FAA, the actual Denver ARTCC, or any governing aviation body.

4. RESPONSIBILITIES: All controllers staffing (or controlling overlying airspace containing) D01 TRACON Junction Radar (JR) and/or GJT FCT positions are required to be familiar with the provisions of this document.

5. DEFINITIONS: Grand Junction Regional Airport (GJT) Class D airspace is defined as the airspace extending upward from the surface up to and including 7,400 feet MSL within a 4.7 nautical mile (NM) radius of GJT.

6. GENERAL PROCEDURES:

a. D01 authorizes GJT FCT to:

(1) Conduct SVFR operations within the GJT Class D airspace.

(2) Apply visual separation within the GJT Class D airspace between:

(a) Successive IFR departures.

(b) IFR departures and IFR arrivals.

(c) IFR departures and IFR/VFR aircraft practicing instrument approaches.

(d) IFR and SVFR aircraft.

b. Transfer of Radar Identification:

(1) GJT FCT Local Control (LC) shall Quick-Look the JR position.

(2) It is LC's responsibility to determine whether use of the Quick-Look feature is satisfactory for data transfer. GJT FCT must notify JR if some other mode of data transfer is to be used.

c. Unless otherwise coordinated, the following shall apply to Visual Flight Rules (VFR) practice approach aircraft:

(1) No separation services will be provided.

(2) GJT FCT shall instruct aircraft to contact D01 after resolving conflicts within GJT Class D airspace.

d. Automated Terminal Information Service (ATIS) and Weather:

(1) Tower shall:

(a) Advise D01 prior to changing the active runway.

(b) Advise D01 when conditions increase to or decrease below VFR minimums.

(c) Advise D01 when the reported ceiling changes to a value at or above, or to a value below 2,700 feet AGL.

(d) Keep D01 updated with the most recent ATIS information.

7. ARRIVAL PROCEDURES:

a. D01 shall:

(1) Ensure all GJT IFR arrival aircraft and VFR arrival aircraft that are provided radar services are tracked, the type of aircraft is displayed in the full data block, and scratchpads are used in accordance with *Scratchpad Entry - 7210.4.*

(2) Verbally coordinate the following:

(a) Aircraft planning to execute a missed approach.

(b) Aircraft maintaining visual separation with a previous arrival.

(c) Aircraft requesting instrument approaches to a non-advertised runway.

(3) Transfer communications and control as follows:

(a) Aircraft executing a published instrument approach - at or before the final approach fix.

(b) Aircraft executing a visual approach - no later than the GJT Class D airspace boundary.

b. GJT FCT shall:

(1) Notify D01 when an IFR aircraft conducting an instrument or visual approach executes an unplanned missed approach or go-around. Unless an aircraft cancels IFR and remains in the traffic pattern, assign the following headings:

(a) Runway 11: Heading 150

(b) Runway 29: Heading 290

(2) Assume control of aircraft upon communication transfer for turns toward the airport. Tower must coordinate with D01 prior to changing a runway assignment.

8. DEPARTURE PROCEDURES:

a. D01 shall assume responsibility for departure headings that conflict with aircraft being vectored to or on final approach to GJT.

b. GJT FCT shall:

(1) Issue the following to all IFR departures, unless otherwise coordinated:

(a) Grand Mesa departure procedure (GRAND#).

(b) Maintain 14,000 MSL with instructions to expect filed altitude 10 minutes after departure or maintain filed/requested altitude, if lower.

(2) Obtain releases for IFR departures. Unless otherwise coordinated, ensure IFR departures are issued the following headings:

(a) Runway 11: Heading 150

(b) Runway 29: Heading 290

(3) Ensure IFR aircraft depart within 4 minutes of the time of release.

(4) Transfer communications within 4 NM of the departure end of the runway. LC transfers control on contact to D01.

9. APPROVED:

Evan McSweeny
Air Traffic Manager
Denver ARTCC

Jack Jones
Deputy Air Traffic Manager
Denver ARTCC