

**SALT LAKE CITY ARTCC and SEATTLE ARTCC
LETTER OF AGREEMENT**

Effective: 1 January 2003

SUBJECT: COORDINATION PROCEDURES

PURPOSE: This letter of agreement establishes standard procedures for coordination of air traffic between Salt Lake City (ZLC) and Seattle (ZSE) Centers.

CANCELLATION: N/A

SCOPE: The provision and procedures contained herein are supplemental to those contained in [FAA Order 7110.65](#) and VATSIM/VATUSA policies/procedures.

PROCEDURES: Unless otherwise coordinated, the following procedures shall apply:

1. General Procedures:
 - a. Minimum radar separation required by each facility is 5 nautical miles (NM), constant or increasing.
 - b. Either Center may assign a cardinal altitude/flight level not normally assigned for direction of flight, provided specific verbal approval is obtained from the receiving Center prior to handoff.
 - c. Altitude changes for aircraft within 5 minutes of the receiving Center's boundary shall be coordinated.
 - d. A radar handoff and communications transfer constitutes transfer of control for turns up to 10 degrees without coordination within 20 NM of the common ZLC/ZSE boundary.
 - e. Each Center shall advise the other at the time Center sectors are combined or separated.
 - f. Transponder codes may be changed without coordination upon contact.
2. Arrival Procedures:
 - a. ZLC shall have control for descent and turns of Kalispell (FCA) and Missoula (MSO) arrivals within 65 NM of the common ZLC/ZSE boundary.
3. Departure Procedures:
 - a. It is not necessary for ZLC to APREQ Kalispell (FCA) and Missoula (MSO) westbound departures.