

Letter of Agreement: John C. Tune Airport Helicopter Operations – January 15th, 2026

John C. Tune Airport, John C. Tune FAA Contract Tower, and Contour Flight Support

LETTER OF AGREEMENT

EFFECTIVE: 01.15.2026

SUBJECT: HELICOPTER OPERATIONS

PURPOSE: This letter of agreement (LOA) establishes responsibilities, procedures, and limitations for conducting helicopter operations at John C. Tune (JWN) Airport. Those organizations with a separate helicopter operation LOA are exempt.

1. NEW: John C. Tune Airport FAA Contract Tower, Contour Flight Support, and John C. Tune Airport established a new LOA for controlling helicopter operations.
2. SCOPE: This LOA establishes procedures and limitations for conducting helicopter operations to and from movement and non-movement areas of the airport during JWN FAA Contract Tower (Control Tower) operating hours.
3. RESPONSIBILITIES: The JWN Airport Manager or designated airport representative (Airport Management) is responsible for establishing policies for helicopter operations at JWN Airport. The Control Tower is responsible for conducting helicopter operations as per JO 7110.65, and thereafter, this LOA guidance.
4. PROCEDURES:
 - a. Airport Management shall:
 - (1) Establish areas where helicopter operations are deemed unsafe.
 - (2) Advise the Control Tower when there are temporary restrictions and authorizations to conduct helicopter operations to any location on the airport and when operations shall be terminated or resumed to those locations.
 - (3) Enforce the MNAA Rules and Regulations for compliance under section 2-9, Helicopter Operations Rules.
 - (4) Fields all noise complaints for the local community.
 - b. The Control Tower shall:
 - (1) Not land or depart helicopters to or over areas on the airfield where Airport

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Management has placed restrictions or deemed such operations unsafe without Airport Management permission.

- (2) Follow helicopter taxi restrictions in established areas (see attachment).
- (3) The Control Tower may deviate from the established helicopter rules only for safety of flight or during aircraft emergencies.
- (4) Direct helicopter to utilize Runway 2-20, Taxiway Alpha, and Taxiway Romeo 2 for arrivals and departures. All arrivals and departures will be directed to follow runway headings until clear of airport infrastructure and parking areas.
- (5) Direct helicopters entering the ramp at Romeo 3 and Romeo 4 to contact Contour Flight Support at spot Hotel 3 or Hotel 4 on 122.85 for further instructions.
- (6) Direct helicopters arriving or departing at spot Hotel 2 to utilize Taxiway Romeo 2 for air taxi transition.
- (7) Direct helicopters fly at or above 500 ft AGL when over buildings, aircraft, people, vehicles or equipment.

c. Contour Flight Support shall:

- (1) Accommodate reasonable transient and based helicopter service requests when operating at John C. Tune Airport.
- (2) Respond to arriving helicopters at Romeo 3 and Romeo 4 via Unicom 122.85 to direct and marshal to aircraft parking locations.
- (3) Direct helicopter operators to Control Tower or Airport Management if clarification is needed regarding helicopter operations at JWN.

5. General:

- (1) No person may park a helicopter in any area on the Airport Property other than designated areas.
- (2) Helicopter arrivals and departures into the Airport will use the Aircraft Movement Area or other designated by the Airport Authority. ATC will direct helicopters into these areas.
- (3) Helicopter operations must avoid taxing over or parking in close proximity to a fixed wing

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Aircraft.

- (4) Helicopter arrivals and departures into the Airport will not fly over any Airport building, structures, or automobile parking

DocuSigned by:

Adam Wolf

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Adam Charles Wolf
Assistant Vice President
John C. Tune Airport Manager

Signed by:

Christina Holloway

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Christina Holloway
Air Traffic Manager
John C. Tune FAA Contract Tower

Signed by:

Matt Ostermann

CB100216EE1B430...

Matt Ostermann
VP, FBO Operations
Contour Flight Support

DocuSigned by:

Adam Floyd

C5EA43CC2D8C458...

Adam Floyd
EVP & COO
Metropolitan Nashville Airport Authority

Attachments:
Helicopter Operations Diagrams

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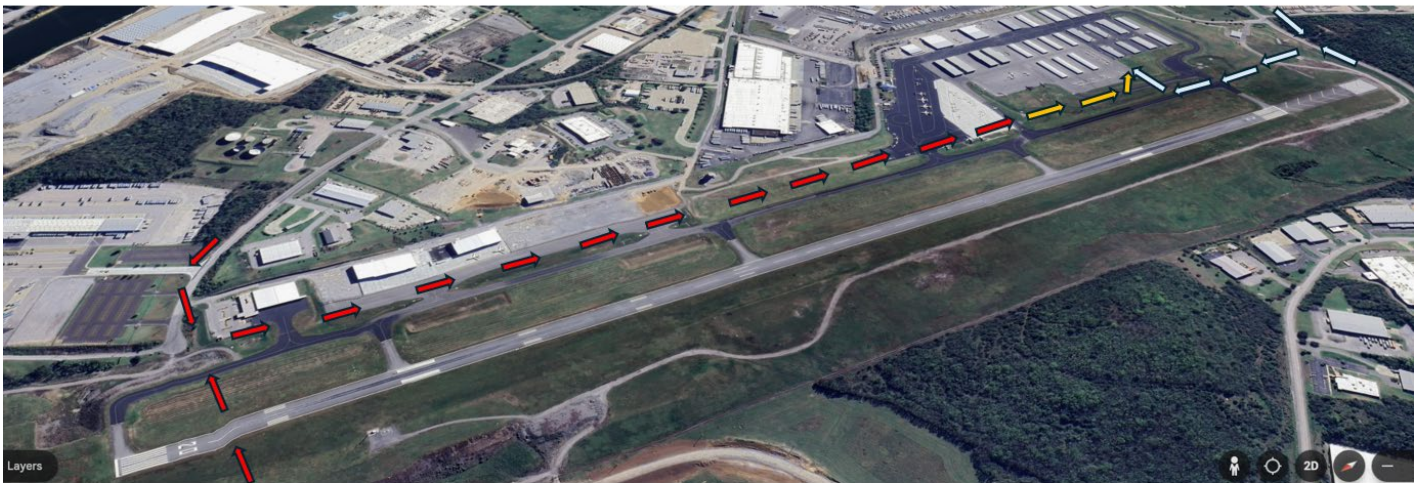
JWN Helicopter Operating Locations/Procedures



RWY 2-20 Is Available Upon Request Not Preferred During High Traffic Volume Periods

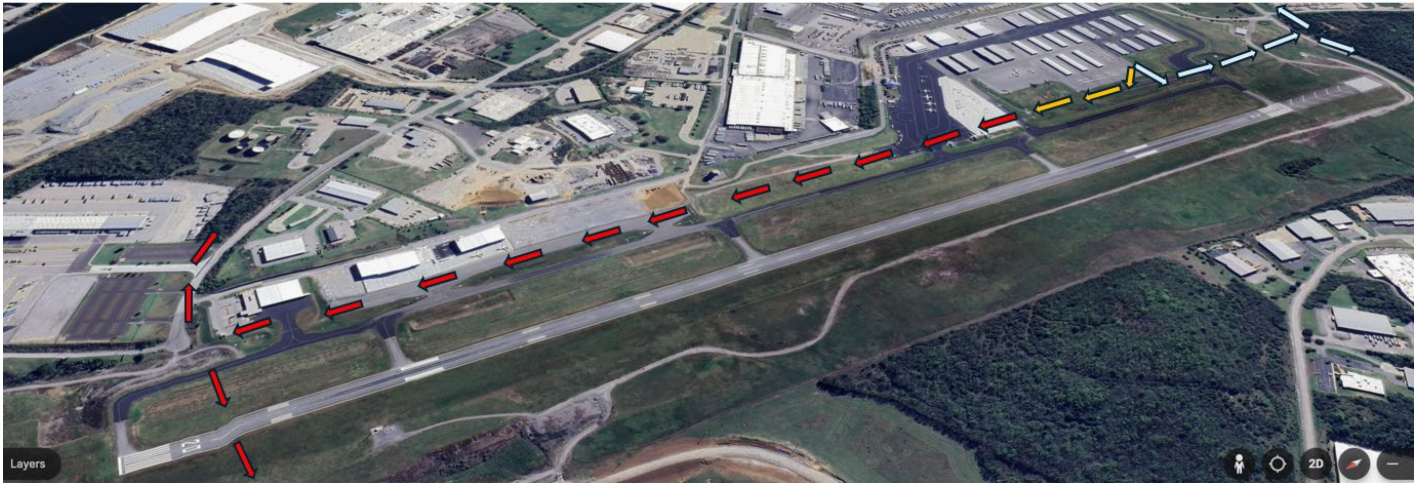





H2 Arrival Traffic Pattern



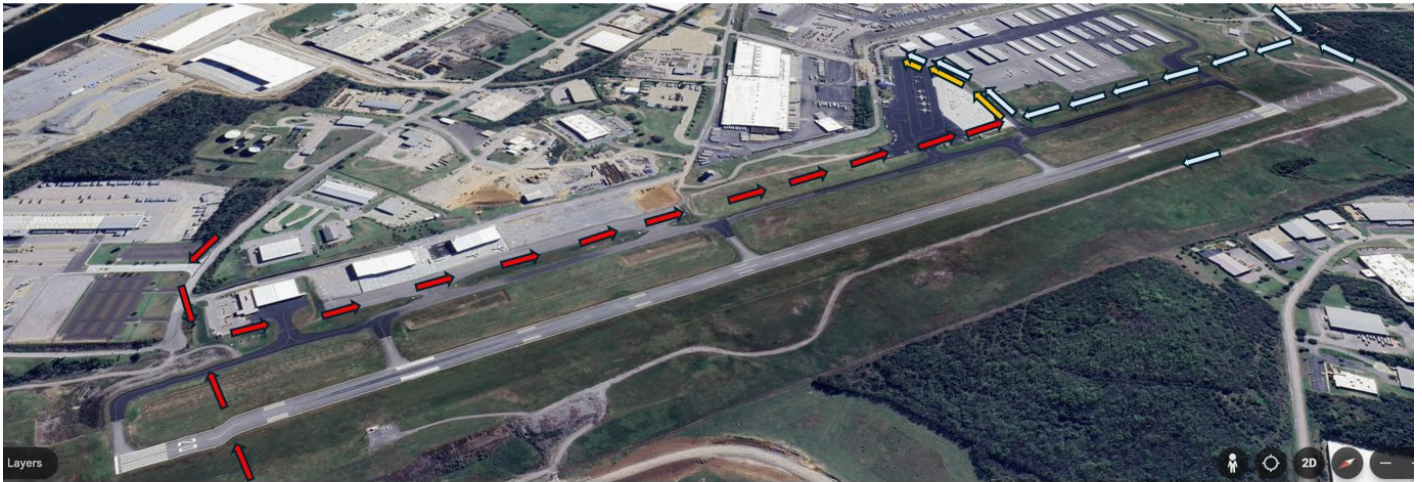
- ← Yellow arrow: North Bound Flow Below 500ft AGL
- ← Red arrow: North Bound Flow Above 500ft AGL
- Blue arrow: South Bound Flow




H2 Departure Traffic Pattern



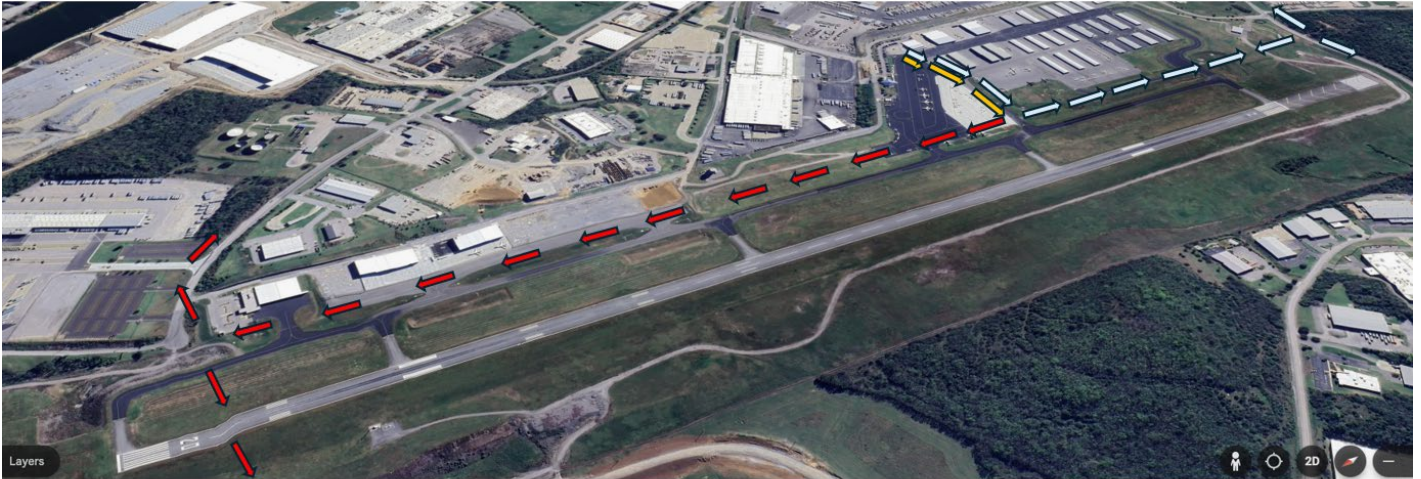
-  North Bound Flow Below 500ft AGL
-  North Bound Flow Above 500ft AGL
-  South Bound Flow

H3 Arrival Traffic Pattern



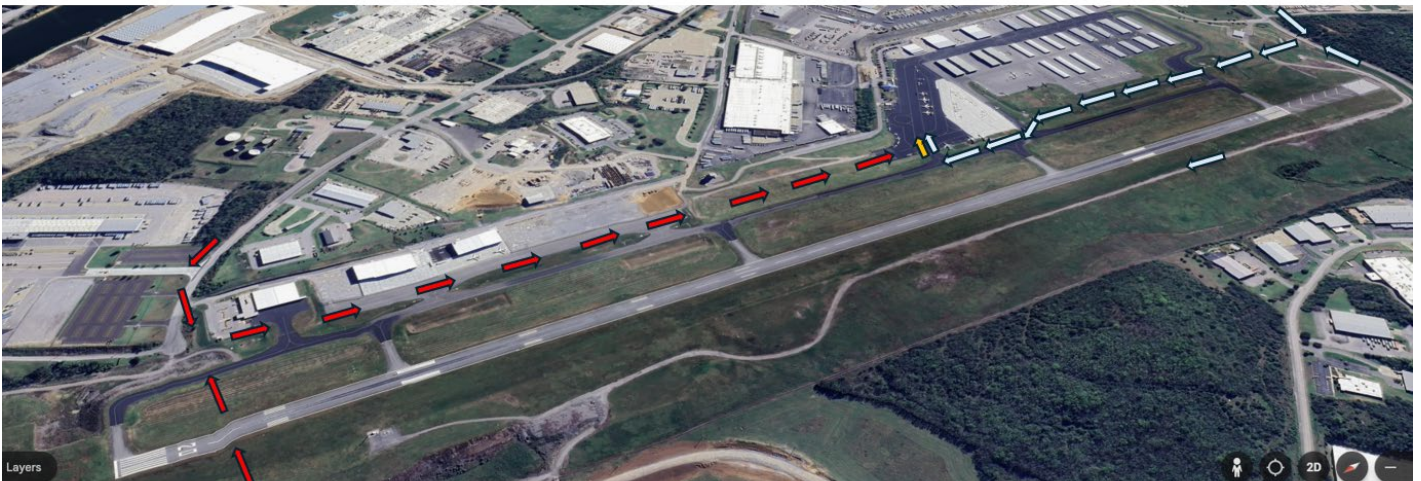
-  North Bound Flow Below 500ft AGL
-  North Bound Flow Above 500ft AGL
-  South Bound Flow

H3 Departure Traffic Pattern



- ← North Bound Flow Below 500ft AGL
- ← North Bound Flow Above 500ft AGL
- ⇄ South Bound Flow




H4 Arrival Traffic Pattern



- ← North Bound Flow Below 500ft AGL
- ← North Bound Flow Above 500ft AGL
- ⇄ South Bound Flow

H4 Departure Traffic Pattern



-  North Bound Flow
-  North Bound Flow Above 500ft AGL
-  South Bound Flow

Mid-Field Transient Helicopter Parking Location

