



License Agreement Application Form

Instructions

In order to apply for a real estate license agreement on property owned or operated by The Maryland and Delaware Railroad Company (MDDE) you must meet the following requirements:

1. Email a fully completed License Agreement Application Form (attached hereto) to MDDE at: cathrin.odonnell@mdde.com
 - a. If access onto MDDE property is required to obtain necessary information for the application then a Temporary Entry Permit must first be obtained. For more information please see:
http://www.mdde.com/RealEstate_Access.html
 - b. Provide the appropriate site plan (exhibits, sketches and maps) for the type of occupation being requested.
 - i. If the occupation is a pipeline (including utility conduits within a pipe), please review our [System Pipeline Standards](#) and comply with all technical specifications and site plan requirements in your application submittal.
 - ii. If the occupation is a wire, conduit or cable crossing, please review our [System Wire, Conduit and Cable Standards](#) and comply with all technical specifications and site plan requirements in your application submittal.
 - c. Provide a general location map of the affected MDDE property. For map suggestions and a MDDE Google Earth KML file, please visit:
http://www.mdde.com/RealEstate_Applications.html

2. Mail a non-refundable processing fee of \$1,000.00 to MDDE at:

The Maryland and Delaware Railroad Company
Attn: Cathrin B. O'Donnell – Vice President and General Counsel
106 Railroad Avenue
Federalsburg, MD 21632

Please make checks payable to: **The Maryland and Delaware Railroad Company**

Applicants are **strongly encouraged** to review the required insurance standards for the type of property occupation being requested, which can be found in our standard agreements at the following address:

http://www.mdde.com/RealEstate_Documents.html

NO variance in these standards will be accepted.



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Applicant Information

Legal Name of Applicant

Tax ID #

Mailing Address

City

State

Zip

Name of Contact (if different from applicant)

Title

Phone

Email

Billing Address

City

State

Zip

Billing Contact

Title

Phone

Email

Applicant is a (please provide state of formation where applicable):

- Corporation (State: _____)
- Limited Partnership (State: _____)
- General Partnership (State: _____)
- Sole Proprietorship (State: _____)
- Non-Profit
- Individual
- Government Entity (State: _____ / Department: _____)
- Other (Specify) _____



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Property Information

Municipality/Township County State

Name of Nearest Road Crossing

Latitude / Longitude

Railroad Branch Name Railroad Milepost

Occupation Information

Category of Applicant's intended use of property (check all that apply):

- Pipeline
- Wire, Conduit or Cable
- Property Lease
- Other

Description of Applicant's intended use of the property:

Type of occupation desired by Applicant:

- Transverse
- Longitudinal
- Other _____

Will construction, demolition or other work be performed within 50 feet of MDDE property?

- Yes – Please specify _____
- No



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Will there be any improvements to existing facilities (buildings, pavement, fences, billboards, etc.) on the occupied property?

- Yes – Please specify _____
– Please specify who owns them _____
- No

* * *

I / We understand that the proposed site may not be used prior to the execution of a separate formal agreement with The Maryland and Delaware Railroad Company and verification that all required fees have been paid and that all insurance requirements have been met.

I / We understand that exact fees and insurance requirements will be forwarded after the application has been reviewed and approved.

Signed

Date

Printed Name

Title

Email

Phone