



THE MARYLAND AND DELAWARE RAILROAD COMPANY

106 RAILROAD AVENUE
FEDERALSBURG, MD 21632

PHONE: 410.754.5735
FAX: 410.754.9528

Railroad Property Right of Entry

Instructions

In order to apply for a right of entry onto property owned by The Maryland and Delaware Railroad Company, you must meet the following requirements:

1. Email a fully completed Right of Entry Application Form (attached hereto) to MDDE via President Cathrin Banks (cbanks@mdde.com) at least 60 days prior to any intended entry onto the property.
 - a. Provide an exhibit/sketch of the property in question. Include dimensions and as many identifying details or landmarks as possible.
 - b. Provide a general location map of the property being accessed (acceptable formats include Google Earth, USGS topographical maps with the location marked, or applicable county tax maps with the area highlighted).
2. Mail a non-refundable application review and processing fee of \$1,000 payable to The Maryland and Delaware Railroad Company to:
The Maryland and Delaware Railroad Company
ATTN: Brandy Cathcart
106 Railroad Avenue
Federalsburg MD 21632
Please include a copy of the completed Application Form for ease of processing.
3. Provide proof of insurance meeting MDDE's requirements. The required coverage typically ranges from \$3,000,000 - \$5,000,000 per occurrence. Coverage requirements will be determined upon receipt of the Right of Entry Application and may vary depending on the type of access required and/or the type of work being performed. Applicants will be required to provide the following:
 - a. Certificate of Insurance for Applicant's Commercial General Liability (CGL) insurance policy, naming The Maryland and Delaware Railroad as an Additional Insured.
 - b. Certificate of Insurance for Applicant's Railroad Protective Liability (RPL) insurance policy, naming The Maryland and Delaware Railroad as Certificate Holder and Additional Insured.



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Right of Entry Application Form

Legal Name of Applicant

Tax ID #

Mailing Address

City

State

Zip

Name of Primary Contact (if different from Applicant)

Title

Phone

Email

Billing Address (if different from Mailing Address)

City

State

Zip

Name of Billing Contact

Email

Applicant is a:

(Provide state of formation where applicable)

- Corporation
- Limited Liability Company (LLC)
- Partnership
- Sole Proprietorship
- Non-Profit
- Individual
- Government Entity
- Other

I / We understand that submission of this application does not authorize occupation of or entry onto property of The Maryland and Delaware Railroad Company.

I / We understand that railroad property may not be accessed or occupied prior to the execution of a separate 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.

Signature

Date

Printed Name

Title

Revised 02.01.2020