



## General Application Form

### General

Contact Person: \_\_\_\_\_ Company Name: \_\_\_\_\_  
 Phone: ( ) \_\_\_\_\_ Title: \_\_\_\_\_  
 Fax: ( ) \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Emergency Phone Number: \_\_\_\_\_  
 (available day or night to respond to emergency calls)

Applicant Type:     Public Agency     Utility     Private

### RCTC Property Use

Project/Use description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Reason for Application:

- \_\_\_\_\_ New Permanent Use
- \_\_\_\_\_ New Temporary Use
- \_\_\_\_\_ Relocation/Modification of Existing Agreement or Use;
- \_\_\_\_\_ Prior Contract Number: \_\_\_\_\_

### Type of Application:

- \_\_\_\_\_ Pipeline Facility
- \_\_\_\_\_ Wire Line Facility
- \_\_\_\_\_ Grade Crossing/Access
- \_\_\_\_\_ Private Use
- \_\_\_\_\_ Right of Entry

Is the property to be used for a public facility/activity?    ( )Yes    ( )No

If Yes, describe: \_\_\_\_\_

Is the project located within a dedicated street?    ( )Yes    ( )No

If Yes, street name and City: \_\_\_\_\_

Will any dangerous commodities, chemicals, hazardous, flammable or high-pressure substances be involved now, or in the future, in conjunction with this project? ( )Yes ( )No

If Yes, describe: \_\_\_\_\_

Is use within operating railroad right of way? ( )Yes ( )No

If yes, please note the Railroad Protective Liability Insurance requirements under the Insurance Section.

Also, Metrolink licensing is required. Licensing information can be found at

[http://www.metrolinktrains.com/agency/page/title/engineering\\_construction](http://www.metrolinktrains.com/agency/page/title/engineering_construction)

Date expected activity to Begin: \_\_\_\_\_

End: \_\_\_\_\_

Approximate location of facility/activity:

Milepost: \_\_\_\_\_

Nearest City: \_\_\_\_\_

Nearest Street: \_\_\_\_\_ Relation to Nearest Street: \_\_\_\_\_

Thomas Brothers Page: \_\_\_\_\_ Grid: \_\_\_\_\_

Authorizing Agencies/Jurisdictions: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Did you remember to include?**

- General Application Form
- Two (2) sets of plans to RCTC
- Email plans to rarellano@rctc.org
- One (1) set of plans to Metrolink to:  
Right of Way Crossing Coordinator  
Metrolink  
279 E. Arrow Highway, Suite 101  
San Dimas, CA 91773
- Fee of \$6,000 for a License or \$1,000 for a Right of Entry (member agencies exempt)
- Certificates of Insurance

**Submit To:**

Riverside County Transportation Commission  
Attention: Property Agent  
4080 Lemon Street, 3<sup>rd</sup> Floor  
Riverside, CA 92502-2208

For Internal Use Only		
Agreement #: _____	Routed	Received
Project #: _____	Legal: _____	Legal: _____
Date Received: _____	Engineering: _____	Engineering: _____
Metrolink Notification: _____	Other: _____	Other: _____
Applicant Type: <input type="checkbox"/> Developer <input type="checkbox"/> Industry		
<input type="checkbox"/> Public Agency <input type="checkbox"/> Utility <input type="checkbox"/> Private <input type="checkbox"/> Railroad		