



**PERMIT APPLICATION**

**AFFILIATED RAILROADS:**

(Please check one)

- Adrian & Blissfield Rail Road Company
- Charlotte Southern Railroad Company
- Detroit Connecting Railroad Company
- Lapeer Industrial Railroad Company
- Jackson & Lansing Railroad Company\*

***\*FOR PERMITTING ON THE JACKSON & LANSING RAILROAD, CONTACT RAILPROS ON BEHALF OF NORFOLK SOUTHERN RAILWAY COMPANY AT: <https://ns.railprospemitting.com>. DOCUMENTATION OF A PERMIT APPROVED BY NORFOLK SOUTHERN RAILWAY COMPANY MUST BE PRESENTED TO A&B ON BEHALF OF JACKSON & LANSING RAILROAD PRIOR TO OCCUPYING THE PREMISES. A PERMIT ISSUED BY NORFOLK SOUTHERN DOES NOT ELIMINATE THE NEED TO APPLY FOR FLAG PROTECTION THROUGH JACKSON & LANSING RAILROAD.***

**Information supplied below will be used to prepare a Right of Entry Agreement between the affiliated railroad and the party responsible for the work to be performed.**

**APPLICANT:**

Legal Name: \_\_\_\_\_

Business Type (corporation, LLC, etc): \_\_\_\_\_ State of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person (name & title): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PERMIT TYPE:**

**Standard Entry (Access to railroad property on a temporary basis):**

- Tree Trimming/Clearing
- Geotechnical Investigation
- Commercial (i.e. video, photography)
- Survey
- Environmental/NEPA Investigation
- Other: \_\_\_\_\_

**Non-Standard Entry (New installations, upgrades, or removal of existing installations):**

- Crossing
- Industry Track
- Utility – Gas
- Special Land Use
- Roadway/Trail
- Utility – Fiber Optics
- Other: \_\_\_\_\_

*For upgrades or removals, provide a copy of the current license agreement. Please see the additional requirements for this type of permit below.*

**CONTRACTOR OR SUBCONTRACTOR:**

Will a contractor or subcontractor other than Applicant be performing the work described in this application?

Yes  No

If yes, please complete the following information for the contractor/subcontractor (attach additional pages if necessary):

Legal Name: \_\_\_\_\_

Business Type (corporation, LLC, etc): \_\_\_\_\_ State of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person (name & title): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Please note the contractor/subcontractor must be listed as an additional insured on your required insurance and/or provide proof of their own insurance that meets A&B's insurance requirements.*

**PROJECT INFORMATION:**

Estimated Start Date: \_\_\_\_\_ Estimated Duration (days/hours): \_\_\_\_\_

Location of Work, including street address, closest cross street, railroad milepost and crossing ID, if known (please also attach a map of the location):  
\_\_\_\_\_  
\_\_\_\_\_

Work Description - Provide a detailed explanation of all activities to take place on railroad property, including purpose, need, and construction methods. Attach a separate sheet if necessary. Failure to supply adequate detail regarding the location or description of the work may increase processing time.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NON-STANDARD ENTRY PERMITS – ADDITIONAL REQUIREMENTS**

**Authorizations**

Do you certify that you have obtained the appropriate governmental authority to conduct the work defined in this Application?  Yes  No

Will the installation be located within the confines of a public right-of-way?  Yes  No  
If yes, do you certify that you have received verification from the appropriate authorities?  Yes  No

Do you certify that you have conducted all utility locating required to perform the work?  Yes  No

**Details of Work**

Is the work subterranean?  Yes  No  
If yes, ground monitoring may be required.

Does project meet the AREMA Technical Standards?  Yes  No  
Engineering plans and specifications must be completed in accordance with published AREMA Technical Standards.

**APPLICATION FEES AND ATTACHMENTS:**

- \$2,000 Application Fee. Checks must be made payable to: **Adrian & Blissfield Rail Road Company** (standard processing time is approximately 6-8 weeks) – **or** -
- \$10,000 RUSH Application Fee. (reduces processing time to two weeks – all required documentation must be provided before processing time can begin)
- Certificate of Liability Insurance and Railroad Protective Liability Insurance (*see attached document for required insurance coverage and limits*)
- Plans/Drawings: PDF file or 11x17 print out. Include Railroad ROW, streets, distance from tracks and streets, railroad mileposts if available, and any distinguishing landmarks
- Flagging Request Form

**SUBMIT APPLICATION, FEES, AND ATTACHMENTS TO:**

Mail: Adrian & Blissfield Rail Road Company  
Attn: Permit Applications  
2163 Commons Parkway  
Okemos, MI 48864

Email: rowpermits@abrailroad.com

**CERTIFICATION:**

I certify that this Application is complete and accurate, and that I obtained the appropriate authorizations listed above for the work described in this Application. Processing will not begin until A&B has received the completed Application, including necessary plans, specifications, proof of insurance, and applicable fees. Missing, incomplete, or inaccurate information will delay processing or result in denial of the Application or revocation of a permit. **I UNDERSTAND THAT ALL PERMITS ARE SUBJECT TO APPROVAL BY A&B, AND AN APPROVED PERMIT IS REQUIRED PRIOR TO ANY ENTRY ONTO RAILROAD PROPERTY.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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