



Santa Maria Valley Railroad Industrial Spur Application

An applicant may obtain a track lease through completion and submission of a Track Lease Application, accessible by the link below. The application requires payment of a non-refundable \$1,000 application fee, which can be paid via check or money order made payable to Santa Maria Valley Railroad. Incomplete applications lacking railroad milepost and railroad subdivision information will be immediately rejected. In a situation where new track construction is involved, a supplemental non-refundable Engineering Review Fee will be required and assessed on a case-by-case basis.

Industrial Track Agreement

In all situations involving service to a shipper on a private track either on or off Railroad property, an Industrial Track Agreement ("ITA") is required between the parties prior to service. The industrial track application requires payment of a non-refundable \$1,000 (U.S.) application fee, a non-refundable \$1,500 (U.S.) engineering review fee (for new track construction only), and a non-refundable \$1,000 (U.S.) right of entry fee may apply for third party installation of new track. *Please note: ALL new track to be constructed, as well as any additions to existing trackage, MUST be approved by the Santa Maria Valley Railroad's Engineer prior to construction or request submittal for an ITA.*

Additional fees include:

Required annual Switch Maintenance fee in the amount of \$2,500.00 (subject to change without prior notice).

Upon receipt of the application and fees, the real estate team will process the request. Once approved, an appropriate Track Lease or ITA Agreement will be forwarded to the applicant for signature. The applicant must then return the executed document to the Real Estate Department with the first year rent, applicable security deposit, and required certificate of insurance. Upon receipt of the materials, the railroad will then execute the agreement.

Insurance Requirements-Track Lease & ITA

Current certificate of general liability insurance in the amounts of \$3 million per occurrence and \$3 million aggregate.

For hazardous materials the required coverage is \$10 million.

It is common for the entire process of leasing track to take several weeks, advance notice and timely submission of a complete and detailed application and associated fees and materials are key in processing the lease request.

Please remember that you must have a right of entry permit and/or a fully executed agreement to enter or use railroad property. A separate application and payment of non-refundable \$1,000 fee is required to obtain a right of entry permit. Contractor's see [Insurance Requirements](#) prior to submitting a right of entry application.

For "standard processing", the entire process takes between 6-8 weeks. "Expedited processing" will reduce the processing time to between 1-2 weeks and costs an additional \$1,750. If the application and plans have to be returned to applicant for revisions to meet required specifications the expedited process could take longer than 2 weeks.

For questions regarding track leases, please call Al Sheff at 805-922-7941 or asheff @smvrr.com.

Please complete the following application to provide information on your service and site requirements. By fully completing the following questionnaire, you will allow all relevant Santa Maria Valley Railroad (SMVRR) staff to begin a response to your request.

*** Everything in green is a required field.**

Customer Information

Request submitted by:

Name*: _____

Phone*: _____

1. Primary Customer Contact for **Rail Location Activities:**

Company Name*: _____

Contact Name*: _____

Title: _____

Address (Line 1): _____

Address (Line 2): _____

City: _____

State: _____

Zip Code: _____

E-mail Address*: _____

Phone*: _____

Cell Phone: _____

Fax: _____

2. Contact for **Track Agreement Activities:**

(The agreement will be written in the Legal Company name and sent to the contact provided here.)

Legal Company Name*: _____

Contact Name*: _____

Title*: _____

Address (Line 1)*: _____

Address (Line 2): _____

City*: _____

State*: _____

Zip Code*: _____

E-mail Address*: _____

Phone*: _____

Cell Phone: _____

Fax: _____

3. Industry is a*:

(Information necessary for track agreement purposes.)

- | | |
|--|--|
| <input type="checkbox"/> Corporation (provide state below) | <input type="checkbox"/> Non-Profit |
| <input type="checkbox"/> Limited/General Partnership (provide state below) | <input type="checkbox"/> Individual |
| <input type="checkbox"/> Limited Liability Company (LLC) (provide state below) | <input type="checkbox"/> Government Entity (provide state below) |
| <input type="checkbox"/> Sole Proprietorship (provide state and owner below) | <input type="checkbox"/> Other (please specify below) |

State: _____

Owner: _____

If you selected "Other", please specify: _____

4. Are you an existing SMVRR customer?*

Yes No **(If NO, skip skip to Question 7)**

Rail-Served Locations

Please provide the following information to expedite our review process. Also indicate if your proposed location will be operated similar to the existing facility. (Information requested for up to four current locations.)

5. Please list your SMVRR Sales Representative: _____

6. Location #1:

City, State*: _____

Track Agreement Folder #: _____

Track Agreement Audit #: _____

Proposed location will be similar to this facility?*

Yes No

Site Information

7. Have you identified a potential site?*

Yes No **(If YES, skip to Question 10)**

Site Information

8. Please list the desired location:

(If you are interested in multiple locations, please submit a separate request for each location.)

City*: _____

County*: _____

State*: _____

9. What are your site requirements? (Please select all that apply.)*

- Site to lease Facility to purchase
- Site to purchase Public use site for rail/truck transfer operation
- Facility to lease Other (please specify)

If you selected other please specify: _____

Additional Comments: _____

(Skip to Question 14)

Physical Location Information

10. Please list the desired location's address:

Address: _____

City*: _____

State*: _____

County: _____

11. Please select one*:

- We own the facility We will be a tenant
- We plan to purchase the facility This is a SMVRR-owned track (if known, indicate track #

below) If SMVRR-owned track, please enter the track number:

Circ7: _____

Yard: _____

Track: _____

Additional Comments: _____

12. Has SMVRR provided service to this facility in the last 6 months?*

- Yes No Don't Know

13. Please provide the following to expedite our review process (for this location).

Doing Business As (DBA) Names: _____

Previous owners: _____

Rail Project Contacts:

Please provide company name and contact information for those who will assist with your rail project. If you have not already done so, you will need to select a qualified rail engineering consultant and a rail contractor. The SMVRR may be able to assist in this regard.

14. If you have an engineering consultant, please list their contact information. _____

15. If you have a rail contractor, please list their contact information. _____

16. If you have a real estate broker, please list their contact information. _____

Commodity Information

17. Please provide the following information regarding the commodities you plan to ship/receive.

Commodity name(s):* _____

STCC number(s):* _____

18. Are any of these considered hazardous or environmentally sensitive?*

Yes No **(If NO, skip to Question 22)**

Hazardous Materials/ES Information

19. Is this commodity a Toxic Inhalant Hazard?*

Yes No

20. If you have an environmental consultant, please list their contact information. _____

21. What environmental permits do you anticipate?* _____

You will be asked to attach your Material Safety Data Sheet (MSDS) at the end of the survey (via e-mail).

Service Information

22. Select all that describe your planned operations.*

- Shipper Manifest
- Receiver Unit train (indicate number of cars in comments below)
- Care of party Undetermined

Additional comments: _____

23. Select all that describe your planned equipment.*

- Boxcars Covered hoppers
- Flat cars Gondola cars
- Open-top hoppers Tank cars
- SMVRR-owned Private
- Leased Undetermined
- Other (please specify)

If you selected other please specify: _____

24. Will you require access to the rail cars?*

- Yes No **(If YES, skip to Question 27)**
(If NO, we will process this as a request for rail car storage)

Storage Information

25. Will your storage be loads or empties?*

- Loads Empties Both loads and empties

26. Is SMVRR owned land required?*

- Yes No Undetermined

If yes, do you have a SMVRR real estate contact (please list the contact's name below). _____

(Skip to Question 30)

Loading/Unloading Information

27. Select all that describe your planned operations.*

- On SMVRR property Industry will switch own cars (describe equipment in comments below)
- On private property Use of loading/unloading device
- Access both sides of car

Additional comments: _____

28. Please describe how your product will be loaded/unloaded?*

29. If you will be using a loading/unloading device, please select all that apply.

- Overhead Portable (provide brand and description in comments below)
 Over track Fixed (provide drawings as attachment at end of survey)
 Under track Other (please specify in comments below)

Additional comments:

Operations Information

30. What is your target date for the first shipment?*(YYYY-MM-DD)

31. If there is a planned end to the movements, please describe.

32. What are your anticipated carloads per year?*

33. How often will you require service?*

- One-time Monthly
 Occasional (describe in comments below) 1-3 days/week
 Seasonal (describe in comments below) 4-7 days/week

Additional comments:

34. What is the maximum number of cars to be spotted at one time.

35. Will you be able to accept cars spot-on-arrival?*

- Yes No Undetermined

36. Please list the approximate hours you will require for loading/unloading.

You will be asked to provide the following documents at the end of the survey (via e-mail).

1. General location map
2. Preliminary concept print in PDF form (if already developed)
3. Bill of Sale (if applicable)