

**VIRGINIA RAILWAY EXPRESS (VRE)**  
**RIGHT OF ENTRY APPLICATION**

Persons or organizations interested in using a VRE owned or managed facility must fill in the information requested below and return this application to Kristin Vivian at:

Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
Telephone/Fax: (703) 838-5441  
Email: kvivian@vre.org

*Name of Organization:*

*Contact Person:*

*Daytime Telephone Number:*

*Cell Phone Number:*

*Email Address:*

*Station Name / Location of Parking Lot to be Utilized:*

*Purpose of Use:*

*Date and Period of Use:*

*Vender hereby agrees to indemnify and save harmless VRE from and against any and all liability, losses, damages, claims, actions, causes of action, costs and expenses (including attorneys' fees) for personal injury (including death) and/or property damage to whomsoever or whatsoever occurring, arising from or growing out of, directly or indirectly, the presence of Vender, its agents, servants, invitees or employees upon or about the property of VRE or in connection with the privileges herein granted, whether or not such liability, losses, damages, claims, actions, causes of action, costs and expenses shall have been caused or contributed by the negligence of VRE. Upon the request of VRE, Vender shall insure the aforesaid indemnity provision in a manner and in an amount satisfactory to VRE.*

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

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

**Please carefully read the following instructions and guidelines for use prior to submitting an application:**

- *An exhibit representing the location of the proposed access of property, with dimensions, must be attached to this application.*
- *Venders may be required to obtain, at their sole cost and expense, various types of insurance coverage with various limits. These insurance coverages must be of a form and be underwritten by insurance companies that meet with VRE approval.*
- *Goods may only be sold on the sidewalk adjacent to a station parking lot and may not be sold on the platform or in any area that impedes passenger traffic.*
- *Sales people may not accost passengers or act in a disruptive manner.*
- *Venders must take all merchandise with them upon leaving and clean any and all trash from the premises.*
- *VRE is not responsible for any material left at a station nor any injuries that may occur while on VRE or jurisdictional property.*
- *Processing of this application requires VRE management review and approval and may involve several departments at VRE.*

**To Be Completed by VRE Staff:**

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Approved

Rejected

By: \_\_\_\_\_

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

Comments: