

INDEMNITY FORM

We, [INSERT NAME OF CHARITY]

in consideration for Network Rail Infrastructure Limited (Network Rail) granting permission to:
[INSERT LIST OF NAMED INDIVIDUALS UP TO A MAXIMUM OF FOUR]

to enter upon the railway premises of Network Rail at [INSERT STATION] on the date of: [INSERT DATE]

for the purpose of undertaking a charity collection DO HEREBY AGREE that the said permission shall be conditional upon the following;

1. The collectors must be supervised by a responsible person over the age of 18 and the collectors shall only collect in the areas specifically designated by the Network Rail Station Manager or such other Network Rail person as may be nominated by the Network Rail Station Manager (“the Network Rail Supervisor”).
2. The collectors shall at all times whilst on the railway premises wear identification badges. The name of the charity must be displayed clearly at all times.
3. The collectors and those supervising them shall be under the supervision of the Network Rail Supervisor at the said premises, during such and all times as they remain upon the said railway premises.
4. The collectors shall not approach any moving trains, enter any of the dining or waiting rooms, go upon any platforms, or stand at the entrances to any platforms or stand within three metres of the platform edge, or enter or stand at the entrance to any retail unit, as to do so hinders the free movement of passengers.
5. The collection shall not be undertaken in a manner that is likely to harass, inconvenience or annoy any person or impede that person’s movement at the time. The “shaking” of collection tins is not allowed and no physical contact will be made with anyone whilst undertaking the collection.
6. No vehicular access is permitted onto any part of the station concourse, and any equipment must be transported manually.
7. No articles may be sold at any time.
8. All representatives must report to the Network Rail Station Reception before the commencement of any agreed activity, where they will be briefed on all safety related matters and arrangements for transporting goods can be agreed. The representative must ensure that all collectors are briefed with the guidelines that are issued by the Network Rail Supervisor to ensure that they have a full understanding of the safety matters and conditions.
9. The collectors must conform to all the station conditions laid out in the safety briefing.

10. The Network Rail Supervisor retains the right at all times, to ask the person in charge to rectify anything that does not meet with the above or the Supervisor's approval on the day and in extreme cases if the matter is not rectified immediately, instruct them to leave the premises. We acknowledge that Network Rail operates a strict alcohol and drugs policy and that Network Rail has the right to and will immediately remove any collector who is under the influence of drink or drugs.

11. We also hereby agree that we shall be responsible for and shall indemnify Network Rail and its servants and agents from and against any and all liability for personal injury, whether fatal or otherwise, loss or damage to property, any loss, damage, costs or expenses, of whatsoever nature and however caused, which would not have arisen but for our own negligence or breach of the conditions in this indemnity. We confirm that we have adequate insurance in respect of the collection and this indemnity form.

12. We acknowledge that the monies collected are our responsibility and that Network Rail accepts no responsibility for these monies at any time.

Signed for and on behalf of

By

Date

Please print name

Witness 1

Signature

Company

Address

Contact Tel No: _____

Please print name

Witness 2

Signature

Company

Address

Contact Tel No: _____