

Storage Licence



To:		Landlord's Ref:
From:		User's Ref:
Department :	Section:	
Date:	Tel No:	Fax No:
Reason for Storage		
Type of items to be stored (tick as appropriate): Maintenance <input type="checkbox"/> Project <input type="checkbox"/> Strategic spares <input type="checkbox"/> Scrap <input type="checkbox"/>		
Location at which to be stored	Exact site	Size of area required
Storage period required	TO BE SUBMITTED AT LEAST 21 DAYS PRIOR TO COMMENCEMENT OF STORAGE PERIOD	
	From Date: Inclusive	To Date:
Full description and quantity of materials/equipment to be stored. Indicate (a) = non-flammable (b) = not readily flammable (c) = flammable (d) = highly flammable (e) = risk of toxic fumes in fire situation (f) = extremely flammable		
Proposed method of storage: <input type="checkbox"/> Bagged <input type="checkbox"/> Caged <input type="checkbox"/> In Compound <input type="checkbox"/> In Bins <input type="checkbox"/> Loose <input type="checkbox"/> Secured <input type="checkbox"/> Stacked (mark as appropriate)		
User department responsible officials		
Day Emergency Contact:	Office	Telephone No.
Name		
Night Emergency Contact:	Office	Telephone No.
Name		
Night Emergency Contact:	Office	Telephone No.
Name		
Bakerloo, Victoria, Metropolitan, Hammersmith & City, Central and District line applications (for Lineside and Station Pit only, not Stations or Depots) to be submitted to the line TISM.	Ellipse WO Number	
SIGNED	Date	
For and on behalf of the user department		
Name	Position	Signature
Conditions of licence to store		
1. The user accepts accountability to use the storage area only as detailed above		
2. The user accepts accountability for keeping the storage area in a safe and proper condition		
3. The user must vacate the storage area on or before the date shown or must apply for and receive an extension at least 7 days prior to expiry		
4. The user accepts accountability for the cleanliness of the storage area when the site is vacated		
5. Special conditions		
The licence, which can be withdrawn without notice, is granted for the period shown subject to the above conditions	Copies distributed by Applicant (tick as appropriate)	
LANDLORD MANAGER (SIGN & STAMP)	Fleet Manager	<input type="checkbox"/> Station Supervisor <input type="checkbox"/>
	Area Manager Stations	<input type="checkbox"/> Line Safety Adviser <input type="checkbox"/>
	Service Control Manager	<input type="checkbox"/> Fire Safety Engineer <input type="checkbox"/>
	Train Crew Manager	<input type="checkbox"/> User Department <input type="checkbox"/>
	Trains Operations Manager	<input type="checkbox"/> Other (specify) <input type="checkbox"/>