



FLAGGING REQUEST FORM

To be completed by FWWR

Job name	
Sub/M.P.	
TWC or Restricted?	
FWWR Job Number	
Brief Description	
Est. calendar duration	
Agreement name, parties, effective date	
CSJ if applicable	

For questions, scheduling, and cancellation:

Cancellations must be made by phone (no voicemail) **24-hours in advance**.

Larry Hopkins
National Railroad Safety Services
(m) 214.417.7400, (o) 817-275-6777
Submit form by email to: Bill Parker, Dir. Planning, wrp@fwwr.net

Current flagging information

- Flagger required when **within 25' of center line of track** with men, material or equipment
- Flagger may be required at any time work is performed by a third party in FWWR right-of-way
- \$140.00/hour, eight-hour minimum per day = STANDARD RATE
- Terms: Net 30 days, outstanding balances after 30 days will be charged a \$25 dollar late fee and finance charge of 1.5% per month.
- Requesting party shall be liable for all attorney fees and costs necessarily incurred to collect overdue amounts
- Flagging day (8-hour minimum) includes travel time, job briefing time, flag set up time
- Rates include all applicable taxes; flagging billable monthly, Net 30 basis, *billed per project agreement*
- \$210.00/hour (1-½ time) from eight to twelve hours = OVERTIME RATE
- Projects with a flagging day up to 12 hours per 24-hour period require a single flagger*
- Projects with a flagging day from 13 to 16 hours per 24-hour period require two eight-hour flagger shifts
- Projects with a flagging day from 16 to 24 hours per 24-hour period require three eight-hour flaggers shifts
- Flagging should be scheduled no less than 10 days in advance
- Cancellations must be made by phone (no voicemail) 24-hours in advance

To be completed by Requestor

*******MUST COMPLETE "BILL TO PARTY" OR REQUEST WILL BE DENIED*******

Company Name	
Contact Name/Title	
Phone numbers	
Email Address	
Fax Number	
Mailing Address for Invoices, This the "BILL TO PARTY"	
Brief Description of Planned Work. Note portions within 25' of center line. Recommend attaching exhibit with submittal of this form.	
R.R. M.M. or Xing	
Estimated Duration	
Is T.R.O.E. done ?	