

## APPLICATION FORM

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The General Contract of Use for Wagons (GCU) sets out the rights and obligations of Wagon Keepers (K) and Railway Undertakings (RU), using freight wagons as a means of transport.

The complete text of the GCU can be downloaded at <http://www.gcubureau.org>

The company indicated here below:

Name: .....

Address: .....

.....

.....

VAT nr .....

RICS code ..... (you can apply for a code via <https://uic.org/rics>)

represented by ..... (name)

in the function of ..... (position)

reachable via ..... (e-mail)

..... (phone)

hereby accepts the General Contract of Use for Wagons (GCU) as

- Railway Undertaking (RU)
- Wagon Keeper (K)
- Railway Undertaking and Wagon Keeper (RUK)

with all rights and obligations of a signatory of the GCU in the version being in force as of the date below and as of the date of this admission to the GCU becoming effective in accordance with article 2.2 of the GCU.

Date .....

Name: .....

Signature: .....

*Company stamp*

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### Application Procedure

1. Fill out the application form and send it by email to [gcu@gcubureau.org](mailto:gcu@gcubureau.org) or/and by post to GCU Bureau Sprl, 500, avenue Louise, 1050 Brussels, Belgium. Make sure all information (including a valid RICS code) is provided.
2. You will receive by email a login and password for the CRM web portal (<http://www.gcubureau.org>) of the GCU.
3. Fill out all the applicable contact information in the Message Broker web portal. There are 3 sections:
  1. **Company:** provide general contact details of company
  2. **Contact:** set-up contact person(s) responsible for GCU
  3. **Web:** provide the mandatory information as described in the GCU:
    - a. Deployment of wagons by the keeper (Art. 9)
    - b. Contact point for compensation claims for loss of use of wagons (Art. 13) (RU in charge)
    - c. Contact point for instructions issued by the keeper (Art. 14) (RU in charge)
    - d. Contact point for information necessary for the operation and maintenance of wagons (Art. 15) (keeper)
    - e. Supply / receipt of information on the handling of damaged or lost wagons (Chapters IV-VI) (keeper + RU in charge)
    - f. Supply of spare parts - logistics centre (Appendix 7)
    - g. Contact point for invoices relating to the use of wagons (RU/keeper)
4. As a Wagon Keeper, you will be obliged to submit all wagon nr. of wagons that will resort under the GCU. Wagons can be uploaded to the GCU wagon database section of the CRM web portal. This operation can be done manually, via excel list upload or via xml-based web services. (for more information check out the user manual online).
5. When all mandatory information is supplied, the membership will be activated and you will be included in the official list of signatories on the next publication date (as determined in art. 2.4).