

APPENDIX 3.5.4. TO THE 2021 NETWORK STATEMENT

USE OF COMBINED TRANSPORT TERMINALS (CTC)

- PORTFOLIO AND**
- CONTRACTUAL FRAMEWORK**

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FOREWORD

Object, publication and validity of the document

This document relating to combined transport terminals is intended to define the nature and conditions for the provision, by SNCF Réseau, of combined transport terminals to candidates, as per Article L.2122-11 of the Transport Code and in accordance with Decree No. 2003-194 amended by Decree No. 2015-1040 of 20 August 2015 on access to the railway network and Decree No. 2012-70 amended by Decree No. 2016-1468 on access to the service facilities connected to the rail network and to the services and service provisions provided by the service facilities operators and laying down various provisions in terms of rail transport in force as of the date of publication of this portfolio for the 2021 timetable.

This document is published annually, in accordance with the provisions of Article 17 of Decree No. 2003-194 (amended) in force as of the date of publication of this document.

This service portfolio only applies to the combined transport terminals described in Appendix 8.1.3 for the 2021 timetable. It may be revised, where necessary, after it has entered into force, in the event of legal or regulatory changes or in light of decisions from the Railway and Road Regulation Authority (ARAFER). The updated document will be available on the SNCF Réseau website and on the Plateforme de Services aux Entreprises Ferroviaires website.

Contact for ordering and implementation of the regulated services

Contact for ordering the regulated services

The Plateforme de Services aux Entreprises Ferroviaires (Service Platform for Railway Undertakings – PSEF) is the candidate's contact for all of the services described in this document.

The PSEF is the body responsible for:

- Registering requests and orders from candidates
- Preparing and concluding contracts,
- Monitoring contracts.

Candidates must contact the PSEF in writing (letter or email) when requesting any information concerning the services, and when ordering any services.

Any requests made via other contacts within SNCF Réseau will not be taken into consideration.

SNCF Réseau - Plateforme de Services aux Entreprises Ferroviaires

12, rue Jean-Philippe Rameau
CS 80001

93212 LA PLAINE SAINT DENIS Cedex

Telephone: +33 9 80 98 03 29

E-mail: services.psef@sncf.fr

Website: <http://www.psef.sncf-reseau.fr/>

The PSEF shall not replace the operational contacts required to perform the services or access the CTC.

Contact for the implementation of the regulated services

SNCF Réseau and the candidates shall exchange the list of their respective contact persons (local manager, operations coordinator, etc.).

It must be possible to contact the appointed contact persons for the entire duration of the contractual relationship and they must be able to work in French (written and spoken).

Candidates must notify the PSEF, and vice versa, if contact persons change, in accordance with the conditions defined in the contract agreed between themselves and SNCF Réseau for the service concerned.

It is appropriate to specify that the operational contacts provided as part of the contract must also be able to contact SNCF Réseau at all times. If this is not the case, it is appropriate to notify the PSEF of this, so that it can provide the necessary contacts as soon as possible.

The PSEF website

Aim of the website:

The PSEF website is intended for candidates using or intending to use the national rail network who wish to ask SNCF Réseau for access or a service on its combined transport terminals.

It includes all useful documentation for each timetable.

Updating principle:

The SNCF Réseau portfolio in terms of combined transport terminals is updated on the PSEF website each time the Network Statement is updated in this regard.

Short-term information (for example, works resulting in the temporary unavailability of a facility) which does not require that the Network Statement be changed is provided in the form of a news item on the PSEF website (see below).

Free news subscription service:

For information, the PSEF website allows users to register for subscription on the site by entering a name and email address into the Alert'infos subscription box ("Inscription Alert'infos") at the bottom of the menu on the left, and ticking the type of alert wanted. After this, each time the news is updated on the site an information email is sent out.

Glossary and abbreviations used in this document and in its appendices

Candidate: A railway undertaking or an international grouping of railway undertakings or other persons or legal entities, such as competent authorities and shippers, freight forwarders and combined transport operators, with a

public-service or commercial interest in procuring infrastructure capacity.

Combined transport terminals (or CTC): Set of fixed facilities (including both railway and non-rail facilities such as handling areas, road access, etc.), belonging to SNCF Réseau, listed and described in the current Network Statement, allowing the transfer of the ITU from rail mode to road mode and vice versa.

Local operating document: This is a document produced and managed by the operator. For each site, it specifies the SNCF Réseau facilities available and their characteristics and the local conditions.

Network Statement (DRR): This is a document drawn up by SNCF Réseau in application of Article 17 of the French Decree No. 2003-194 amended by Decree No. 2015-1040 of 20 August 2015 on access to the rail network, broken down into six chapters and determining the terms and conditions for access to the railway infrastructure.

RU: All private or public sector undertakings holding a licence and safety certificate in compliance with the requirements of the legislation in force, and whose main activity is that of providing rail freight and/or passenger transport services, such undertakings also providing traction as a matter of obligation; this term shall also extend to those undertakings that only provide traction.

JPI: Joint Prior Inspection (obligatory visit under the Labour Code to identify any risks associated with co-activity on a site).

RS: Rolling stock.

PSEF: Plateforme de Services aux Entreprises Ferroviaires;

1. body within SNCF Réseau, the candidate's contact point for all requests for services required that are not provided by third parties.
2. As such, the PSEF is responsible for interfacing with candidates for access to SNCF Réseau service facilities with regard to candidate rights of access.

NRN: National rail network; the composition of the NRN is established by Decree No. 2002-1359 of 13 November 2002 establishing the composition of the national rail network.

SNCF Réseau: Limited Company responsible for the management of the infrastructure of the national rail network (NRN), referred to in Article L.2111-9 of the Transport Code.

Intermodal Transport Unit (ITU): Term consisting of containers, swap bodies and semi-trailers that can be handled vertically using an appropriate machine (gantry on rails or on tires, self-propelled cranes).

DETAILS OF THE PORTFOLIO FOR THE USE OF COMBINED TRANSPORT TERMINALS

1. Description of the service facilities and regulated services

1.1. Service facilities

SNCF Réseau is the owner of combined transport terminals, hereinafter referred to as “CTC”.

The candidates or their sub-contractors may only use these CTC for the services set out in § 1.2 below.

The list of the CTC and their technical characteristics is given in Appendix 8.1.3 of the Network Statement.

1.2. The handling of ITUs

The service of providing combined transport terminals for transshipment purposes consists of allowing the candidate to use one (or more) track(s), the adjacent land required for the transshipment of ITUs and its road access in order to move from rail transport to road transport and vice versa.

1.3. Other services provided on the CTCs

1.3.1 The handling of ITUs: these services, related to the modal shift of the ITUs from the wagon to the truck and vice versa, are offered by beneficiaries of Agreements for the Provision (CMD) of handling areas.

The latter, who may or may not be beneficiaries of the right of use of the CTC subject of this Appendix, are obliged to provide ITU handling services to all CTC users in a transparent and non-discriminatory manner.

1.3.2 Stabling services on sidings may be offered, in addition to the provision of facilities for transshipment operations, to railway undertakings who have requested them, and where the facilities and the situation allow or require them.

Stabling is an operation that can be performed after consultation; however it must be remembered that transshipment operations take priority over stabling. Local implementation contracts drawn up for the use of each site requested specify, where necessary, these uses.

1.3.3 Rescheduling timetable slots: the candidate may request that timetable sections already allocated be rescheduled (adding a timetable section or shifting a timetable section to anticipate or respond to a problem).

2. Conditions for the provisions of CTC by SNCF Réseau to candidates

Access to CTC facilities is subject to the conclusion of a contract, duly signed before the start of the service. This contract is part of the ordering process described in § 3.

2.1. Contract conditions between the candidate and SNCF Réseau

The contractual framework allowing a candidate to access the combined transport terminals of a given site is made up of a national contract and a local contract. Before entering a site for the first time, the candidate must have signed and returned to the PSEF the national contract and the local implementation contracts for the site concerned.

In the event of entry or use of SNCF Réseau's facilities without regular authorisation (i.e. contract in force or prior written authorisation in case of emergency), the offender is liable to prosecution and penal sanctions of six (6) months imprisonment and a fine of € 3,750 pursuant to Article L.2242-4 of the Transport Code, and in particular under the provisions of paragraph 5 which prohibit: *"the entering, running on or standing on those parts of the railway or its dependencies which are not assigned to public traffic without regular authorisation [...]"*.

The contract (consisting of the national contract and one or more local contracts) includes appendices and operational and/or technical documents which are provided on registration.

Before first entering the site, the candidate, accompanied by SNCF Réseau, shall take part in:

- an introductory visit to the site, during which a Prior Joint Inspection can be carried out. At the request of the candidate, the prior visit may be carried out before he files his formal request for the use of the facilities. The local contract is then modified correspondingly,
- the establishment of a joint entry inventory.

During the introductory visit, SNCF Réseau and the candidate shall inform each other of all the information relevant to the performance of the services (specific requirements of the candidate, name of the candidate's contact persons, site opening hours, etc.) and to risk prevention. The SNCF Réseau representative shall communicate all of the operational and/or technical documents, including the local operating document valid for the site, ensuring the safe use of the SNCF Réseau facilities and equipment.

A prevention plan is drawn up by the candidate if, over and above the safety rules set out in this technical and/or operational documentation, special measures need to be taken specifically to handle conflicting hazards associated with the activity of SNCF Réseau staff on the site, but also the risks related to handling.

If the contract is renewed and the operating conditions of the site or the candidate production processes are not changed, it is not necessary to perform a new risk analysis. The parties undertake to inform each other of any such changes.

The candidate undertakes to inform SNCF Réseau immediately of the use of any service providers or sub-contractors that may access the CTC and to usefully involve them in the risk

analysis process (site visit, exchanges regarding the processes, provision of documents, etc.).

2.2. Conditions of use

On the site, the candidate shall be obliged and shall oblige any service providers, sub-contractors or customers likely to access the CTC to comply with the regulatory provisions in force and with all safety documents that apply to the facility. As a result, the candidate shall be obliged to inform them of all relevant information before they begin operation on the site.

The candidate undertakes to respect the timetable sections allocated or the scheduling mechanisms provided for in the contract. At the end of each period for which the CTC are provided, no property used by the candidate (and/or by any service providers, sub-contractors or customers likely to access the site) may be left on the CTC.

The candidate undertakes to use the CTC that are subject to the contract in such a way that they only withstand normal wear in relation to the activity performed. If deterioration is noticed for which the candidate or any company or person operating on the CTC on its behalf is liable, the work to restore the CTC to its original condition shall be invoiced to the candidate, after providing it with suitable notice.

In an emergency, particularly in the event of an accident or any kind of failure meaning that the CTCs are temporarily out of use or for any other incident preventing their use under normal safety conditions, SNCF Réseau may forbid the use of the CTCs, without notice, for the time required to restore their working condition or until the event halting road or rail operations has been resolved. SNCF Réseau shall notify the candidate of this state of affairs and in such cases, shall do its utmost to offer a replacement solution to the candidate where this is possible.

3. Conditions for ordering the service

The language applicable for all dealings or contact, whether written or oral, shall be French. In particular, documents exchanged between the candidate and SNCF Réseau must be written in French, and where required, in the format(s) requested by SNCF Réseau.

3.1. The two stages of ordering

The service is ordered in two stages:

- Signature of the national contract,
- Signature of a local implementation contract.

Conditions for signing the national contract

The request can be made at any time and at the latest, at the same time as the first request for a local implementation contract for the timetable (see § 2 of the order process below). In order to do this, the candidate must:

- 1) inform the PSEF in writing (letter, email, etc.) of the subject of the request ("request for a national contract for the use of CTCs") and provide all data or information relevant to its processing, such as the information indicated on the memorandum available on the PSEF website (<http://psef.sncf-reseau.fr/>);
- 2) keep the acknowledgement of receipt from PSEF (sent as an email) confirming that the request has been registered and/or, where necessary, provide any additional information required by the PSEF to ensure the request is correctly processed;
- 3) validate its request by returning the signed national contract to the PSEF within one month of receipt, for which the PSEF will have previously sent out a draft stipulating the conditions for the organisation and performance of the service for the use of the facilities concerned.

Conditions for signing the local implementation contract

Any candidate's request for use of CTC facilities is made by submitting an order form, correctly filled in, to the PSEF (provided as an appendix to the national contract or available on the PSEF website). It is necessary to make a request for each site.

Every order form received is subject to a special study by the services of SNCF Réseau, generating a period of investigation before the draft contract is sent by the PSEF to the candidate. The request processing period is one month.

Once the order has been processed by the PSEF, a local implementation contract is sent out to the candidate. The candidate has one (1) month from the date of dispatch of this document to return the local implementation contract to the PSEF by RLAR. If this does not happen, the facilities in the order shall be considered available and may be reserved by other candidates.

Confidentiality with regard to negotiations

The SNCF Réseau staff responsible for processing requests for services and their performance comply with the confidential nature of information of an industrial or commercial nature that they receive from the candidate. Moreover, this obligation has been hardened. On the 25th of April 2017, SNCF Réseau adopted and implemented a confidential information management plan, in accordance with the French Decree No. 2015-139 of 10 February 2015 on the confidential nature of data held by the railway infrastructure manager and on the ethics committee for the rail transport system.

Conversely, the same requirement is imposed on the candidate which would have to be familiar with information of the same nature.

However, if a candidate wishes to formally cover its pre-contractual exchanges with the PSEF, it may ask the PSEF to sign a confidentiality agreement.

3.2. Type of offer

Depending on the requirements of the candidates, two types of offer are put forward:

- The "*confirmed*" offer is based on the determination of timetable day(s) and time slots confirmed as allocated to the candidate once the contract has taken effect. The latter timetable sections can be adapted (shifted, added) upon request from the candidate subject to the availability of the facility,
- The "open" offer is based on the candidate having the option to request the use of CTC three working days in advance, but with no guarantee that these yards will be available on the requested date (a maximum of 10 timetable sections per month).

3.3. Ordering process

<p>1. Registering a candidate's request for a national contract by SNCF Réseau (PSEF)</p> <p>The candidate shall send its request for a national contract to the PSEF by any means using <i>the model order form</i> available on the PSEF website, with the list of the elements required by SNCF Réseau to process the request. The national contract shall be sent within five (5) working days and the candidate has one (1) month to sign and return it.</p>
<p>2. Registering a candidate's request for a location implementation contract by SNCF Réseau (PSEF)</p> <p>The candidate shall send its request for a local implementation contract to the PSEF using <i>the order form appended to the local contract</i>, with the list of the elements required by SNCF Réseau to process the request. The PSEF registers the request once its completeness has been verified.</p> <p><i>N.B.: This step maybe performed at the same time as step 1.</i></p>
<p>3. Contract offer from SNCF Réseau (PSEF) to the candidate</p> <p>The PSEF shall send the candidate <i>a draft local contract</i> within a maximum of one (1) month.</p>
<p>4. Signature of the contract by the candidate</p> <p>From the date the draft contract is sent out by SNCF Réseau, the candidate shall have a maximum period of one (1) month to examine and accept this draft. Beyond this date, the offer is no longer valid.</p> <p>If the candidate accepts the draft contract from SNCF Réseau, it shall return it, dated and signed, to the PSEF. This return must take place at the latest eight (8) calendar days before the intended date of first use.</p> <p>If there is no signed contract, the candidate shall not be allowed access to the CTC.</p>
<p>5. Presentation site visit, implementation of the risk analysis process for the site and inventory (joint or otherwise)</p> <p><i>N.B.: The facilities visit may, at the request of the candidate, take place before the local contract is ordered.</i></p>
<p>6. Performance of the service</p>

3.4. Contract renewal

With regard to requests to renew the national contract, it is recommended the BENEFICIARY proceed with their request, where possible, at least three (3) months before the date on which the contract expires, in order to ensure that their file is processed.

**APPENDIX: 2021 NATIONAL CONTRACT FOR THE
USE OF COMBINED TRANSPORT TERMINALS (CTC)**
(following page)

2021 NATIONAL CONTRACT

USE OF COMBINED TRANSPORT TERMINALS (CTC)

PSEF reference:

BETWEEN THE UNDERSIGNED:

SNCF Réseau SA, limited liability company with share capital of five million euros, entered on the trade and companies register under number 412 280 737, with registered office at 15-17 rue Jean-Philippe Rameau, CS 80001, 93418 LA PLAINE SAINT DENIS Cedex, represented by Jean LORIN, PSEF Director, duly authorised for the purposes hereof,

Hereinafter referred to as "**SNCF Réseau**",

First party,

AND

[...] (company name) entered on the Trade and Companies Register of [...] under No. [...] (company registration No. [...]), with registered headquarters at [...], represented by [...], capacity, duly authorised for the purposes hereof,

Hereinafter referred to as "**the candidate**",

Second party,

SNCF RÉSEAU and the BENEFCIARY being hereinafter referred to as "Parties" collectively and a "Party" individually.

FOREWORD

In order to meet the operational needs of users of the national rail network so as to perform their combined transport activity, SNCF Réseau allows them to use the Combined Transport Terminals to conduct operations linked with this activity.

Any use of a Combined Transport Terminal is governed by the "**Contractual Conditions Common to all Contracts for the Use of Service Facilities**", by this "**National Contract for the Use of CTCs**" as well as by one or more "**Local Contracts**" that clarify, complete or derogate from the Common Contractual Conditions and the National Contract, where applicable.

This document constitutes the National Contract for the Use of Combined Transport Terminals belonging to SNCF Réseau.

SNCF Réseau notes that its choice to sign a contract with the BENEFCIARY was motivated in light of the rail activity the latter intends to develop in the CTC(s) it was granted use of. This clearly stated intent of the BENEFCIARY is an essential and determining condition in SNCF Réseau's commitment in its favour.

UNDER THESE CONDITIONS THE PARTIES HAVE AGREED TO THE FOLLOWING:

1. Definitions

The terms used in this National Contract are defined in the Common Contractual Conditions. These are completed by:

Contract for the use of a combined transport terminal: all the rules regulating the use of an SNCF Réseau combined transport terminal by a candidate, as defined in Article 3 of these conditions.

Local contract: contract for the use of all or part of combined transport terminals agreed upon pursuant to this document and applicable on a given site. Its validity cannot exceed the duration of a timetable.

Combined transport terminals (or CTC): Set of fixed facilities (including both railway and non-rail facilities such as handling areas, road access, etc.), belonging to SNCF Réseau, listed and described in the current Network Statement, allowing the transfer of ITUs from rail mode to road mode and vice versa.

Local operating document: local document produced and managed by the operator of the site, specifying, for this site, the SNCF Réseau facilities available and their characteristics and the local conditions.

Working days: Monday to Friday, excluding French national holidays.

Plateforme de Services aux Entreprises Ferroviaires (Service Platform for Railway Undertakings) or PSEF: body, within SNCF Réseau, responsible for the commercialisation of certain services offered in France to railway undertakings and candidates, excluding services provided in passenger stations.

Intermodal Transport Unit (ITU): Term consisting of containers, swap bodies and semi-trailers that can be handled vertically using an appropriate machine (gantry on rails or on tires, self-propelled cranes)

2. Purpose

This national contract aims to allow the candidate to use the facilities made available for UTI rail-road transshipments as defined in § 6 of this contract, the implementation framework for which is provided in Appendix 3.5.4 to the Network Statement in force.

3. Applicable documents

The use of a combined transport terminal is regulated, in decreasing order of priority, by:

1. The Network Statement in force, and specifically Appendix 3.5.4 "Use of combined transport terminals";
2. the Common Contractual Conditions;
3. this contract which makes up the national umbrella contract;
4. the local contract and its appendices;
5. the local operating document and, where necessary, the prevention plan;
6. any technical documents.

Any reference to the contract for the use of a CTC is understood to be a reference to all of the documents indicated above.

The version of this contract signed by the parties (for the documents requiring signatures) takes priority over all of the documents and correspondence previously exchanged between the parties.

4. Scope of application

This document is a national contract applicable for all the facilities listed in Appendix 8.1.3 of the Network Statement in force.

5. Documentation and Information

The contact details of the PSEF are:

- Tel.: +33 9 80 98 03 29
- PSEF e-mail address: services.psef@sncf.fr;
- Address:
- 12, rue Jean-Philippe Rameau
- CS 80001
- 93212 LA PLAINE SAINT DENIS Cedex

Contact details of the person in charge of the contract on behalf of the applicant:

- Name: [REDACTED]
- Postal address: [REDACTED]
- Email address: [REDACTED]
- Tel.:

6. Identification of the services

The service providing the use of a CTC for rail-road transshipment purposes consists in allowing the candidate to use one (or more) track(s), the adjacent land required for the handling and its road access in order to move UTIs from rail transport to road transport and vice versa.

7. Conditions for operating the facilities

Only the candidate is authorised to access the facilities subject to a local contract. However and by way of derogation, any sub-contractors, agents or representatives of the candidate may access the facilities under its liability.

The candidate shall be obliged and shall oblige any service providers, sub-contractors or customers likely to access the facilities to comply with the regulatory provisions in force and with the local operating document.

Under this contract, all storage of equipment or freight is forbidden on SNCF Réseau premises, excluding for the time strictly required for the transshipment operation recorded in the definition of the timetable sections. The candidate and/or its possible sub-contractors, agents or representatives are under no circumstances authorised to implement work, construction or facilities on SNCF Réseau premises under this contract. If the candidate should be obliged by law (in particular by labour laws) to provide facilities for its staff close to the facilities under the contract, it shall approach the PSEF to examine the options to meet these requirements.

8. Provisions prior to access to the facilities

Before any access, the candidate must submit an order to the PSEF for the use of each facility desired using the order form (available on the PSEF website). It is necessary to submit an order for each site. Orders received in any format other than the order form or incomplete orders shall not be processed. Once the order has been processed by the PSEF, a local contract is sent out to the candidate. The candidate has one (1) month from the date of dispatch of this document to return it to the PSEF by RLAR. If this does not happen, the facilities subject to the draft local contract submitted shall be considered available and may be reserved by other candidates.

Once the local contract has been signed and returned, and before any access to the facilities of a site, the candidate must be presented the facilities on the site by SNCF Réseau. During the presentation site visit, a joint prior inspection may be performed.

A prevention plan is drawn up if, over and above the safety rules set out in this technical and/or operational documentation, special measures need to be taken specifically to handle conflicting hazards associated with the activity of SNCF Réseau staff on the site.

The candidate may only access the facilities subject to a local contract once the prevention plan, where required, has been drawn up and signed.

The candidate may only access the facilities once the local operating document for the site has been handed over to it and a receipt has been issued.

However, if the local contract is renewed immediately and the operating conditions of the site or the candidate's production processes are not changed, the candidate shall be able to use the facilities without requiring another site visit or JPI. Derogations from this principle may be incorporated in the local contract at the request of the candidate.

For each facility, the candidate chooses between a "confirmed" offer (reservation for a number of accessing trains from the signature of the local contract, with the option to make changes under certain conditions) and an "open" offer (reservation possible until D-3). This choice is set out in the local purchase order for the CTC requested.

9. Scheduling

- *The "confirmed" offer* allows the candidate to reserve a set number of accesses defined in the local contract, which are then allocated on a confirmed basis and invoiced.

Outside of the reserved slots, the candidate may request the use of the facilities wanted either by asking to reschedule the accesses already requested, or by asking for additional accesses to the facilities, within the limit of ten (10) additional accesses per month. The facilities are then made available to the candidate for the requested accesses, subject to the prior approval of SNCF Réseau according to the following scheduling process:

The candidate sends an email to the PSEF at services.psef@sncf.fr requesting an additional access to the facilities with a notice period of at least three (3) working days before the desired date, with the subject line “[**reference of the local contract**] – request for open scheduling”, and specifying whether this is an additional access. SNCF Réseau examines the request and responds positively or otherwise (depending on the expected availability of the facilities) by email. If the response is positive, the access is effective and invoiced.

This modification offer is limited to ten (10) accesses per month.

- The “open” offer allows the candidate to wait until three working days in advance before committing. The candidate then requests access to the facilities wanted according to the following process:

The candidate sends an email to the PSEF at services.psef@sncf.fr requesting access to the facilities with a notice period of at least three working days before the desired date, with the subject line: “[**reference of the local contract**] – request for open scheduling”, and specifying whether this is a new request or a request to reschedule an already scheduled access.

SNCF Réseau examines the request and responds positively or otherwise (depending on the expected availability of the facilities) by email. If the response is positive, the access is effective and invoiced.

This offer is limited to ten (10) accesses per month.

10. Duration

This contract is concluded for one timetable maximum. The local contracts specify the terms for each facility used.

11. Rates

The rate for the service is defined in the local contract on the basis of the elements published in Appendix 6.3.1 to the Network Statement in force.

12. Invoicing

For “confirmed” contracts, the charge is due monthly and in advance, at the beginning of each month throughout the year, starting from the date on which the local contract comes into force. For the period between the date of entry into force and the end of the current calendar month and for the period between the start of the current calendar month and the end of the local contract, the candidate shall settle the basic monthly charge calculated according to the time of use for the portion of the month. In the event that a timetable slot is shifted, additional timetable slots shall be invoiced in arrears.

For “open” contracts, the charge is due monthly and in arrears. If a scheduled timetable section for an open contract or an additional timetable section for a confirmed contract is cancelled more than three (3) working days before the intended implementation date, only the scheduling costs shall be invoiced. If the notice period is less than three days, the timetable section shall be invoiced.

In the context of a local contract containing a confirmed section and an open section, invoicing is divided up and organised according to the rules specified above. If necessary, the local contract shall specify this point.

13. Settlement

Invoices shall be sent by SNCF Réseau to the following address:

Recipient:
Address:
Intra-community VAT No.: FR
SIRET:
BUPO (if necessary):

Additional information:

Department receiving the invoice:
Name of the Contact Person:
Email address:
Tel.:

14. Transport of dangerous goods

The transport of dangerous goods is authorised in the facilities unless otherwise specified in the Local Contract. The term "dangerous goods" shall be understood in the meaning established in the Network Statement in force.

15. Entry into force and duration

Entry into force

- Either from the first day of the timetable considered if signed before that date.
- Or from the signature date if signed after the first day of the timetable considered.

End

- On the last day of the timetable considered

Signed in _____, on _____

in two original copies, initialled on each page.

For SNCF RÉSEAU	For the Railway Undertaking
Jean LORIN <i>PSEF Director</i> <i>Seal</i>	Name <i>Position</i> <i>Seal</i>

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APPENDIX 1: LOCAL ORDER FORM

Available on the PSEF website and as a blank printable version (<http://www.psef.sncf-reseau.fr/pages/bons-de-commande>)

APPENDIX 2: CONTACT DETAILS OF THE CONTACT PERSONS APPOINTED BY THE TWO PARTIES FOR THE CONTRACT

CANDIDATE

Bodies/Addresses	Name/Job title	Contact details

SNCF RÉSEAU

Plateforme de Services aux Entreprises Ferroviaires (PSEF) 12, rue Jean-Philippe Rameau CS 80001 93212 LA PLAINE SAINT DENIS Cedex	PSEF <i>(open 8 am to 5 pm from Monday to Friday, excluding French national holidays)</i>	+33 9 80 98 03 29 <u>services.psef@sncf.fr</u>
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APPENDIX 3: SEPA DIRECT DEBIT MANDATE COPY

MANDAT de Prélèvement SEPA		
R éférence U nique du M andat	A A P S F 0 0 0 0 0 0	
<p>En signant ce formulaire de mandat, vous autorisez (A) { <i>NOM DU CREANCIER</i> } à envoyer des instructions à votre banque pour débiter votre compte, et (B) votre banque à débiter votre compte conformément aux instructions de { <i>NOM DU CREANCIER</i> }.</p> <p>Vous bénéficiez du droit d'être remboursé par votre banque selon les conditions décrites dans la convention que vous avez passée avec elle. Une demande de remboursement doit être présentée : dans les 8 semaines suivant la date de débit de votre compte pour un prélèvement autorisé, et vos droits concernant le présent mandat sont expliqués dans un document que vous pouvez obtenir auprès de votre banque.</p> <p>Veuillez compléter les champs marqués *</p>		
Votre Nom * 1 Nom / Prénoms du débiteur Votre adresse * 2 Numéro et nom de la rue * 3 Code Postal Ville * 4 Pays Les coordonnées de votre compte * 5 Numéro d'identification international du compte bancaire - IBAN (International Bank Account Number) * 6 Code international d'identification de votre banque - BIC (Bank Identifier code) Nom du créancier * S N C F R E S E A U 7 Nom du créancier I.C.S * F R 6 9 C M L 5 1 9 5 6 1 8 Identifiant Créancier SEPA * 15/17 RUE JEAN PHILIPPE RAMEAU CS 80001 9 Numéro et nom de la rue * 9 3 4 1 8 10 Code Postal LA PLAINE ST DENIS CEDEX * 11 Pays	1 2 3 4 5 6 7 8 9 10 11 12 13	
Type de paiement : * Paiement récurrent / répétitif <input checked="checked" type="checkbox"/> Paiement ponctuel <input type="checkbox"/> 12		
Signé à * 2 JJ MM AAAA 13 Lieu Date		
Signature(s) : * Veuillez signer ci-dessous : <div style="border: 1px solid black; height: 50px; width: 100%; margin-top: 5px;"></div>		
<p><small>Note: Vos droits concernant le présent mandat sont expliqués dans un document que vous pouvez obtenir auprès de votre banque.</small></p>		
Informations relatives au contrat entre le créancier et le débiteur - fournies seulement à titre indicatif.		
Code identifiant du débiteur 14		
Contrat concerné 15		
<p><small>Les informations contenues dans le présent mandat, qui doit être complété, sont destinées à n'être utilisées par le créancier que pour la gestion de sa relation avec son client. Elles pourront donner lieu à l'exercice, par ce dernier, de ses droits d'oppositions, d'accès et de rectification tels que prévus aux articles 38 et suivants de la loi n° 78-17 du 6 janvier 1978 relative à l'informatique, aux fichiers et aux libertés.</small></p>		
A retourner à : SNCF Réseau - Plateforme de Services aux Entreprises Ferroviaires 174, Avenue de France 75013 PARIS	Zone réservée à l'usage exclusif du créancier <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	

APPENDIX 4: BANK DETAILS OF SNCF RESEAU

SNCF Réseau's bank account details are the following:

Account holder: SNCF RESEAU péages

Address: PARIS OPERA

Bank code: 30,003

Account number: 03,620/00020216907

RIB: 50

IBAN: FR76 30003 03620 00020216907 50

BIC ADDRESS SWIFT: SOGEFRPPHPO