

SAMPLE LETTER TO OCCUPY RAILROAD RIGHT-OF-WAY  
FOR PURPOSES OF SURVEYS OR INSPECTIONS

M \_\_\_\_\_, (Division Engineer),(Public Works Engineer),(etc.)  
\_\_\_\_\_ Railroad Company  
\_\_\_\_\_

Dear M: \_\_\_\_\_

Subject: \_\_\_\_\_

The Wisconsin Department of Transportation, proposes to enter upon \_\_\_\_\_  
Railroad Company right-of-way at the site of the proposed (USH, STH) \_\_\_\_\_ crossing of your tracks  
about \_\_\_\_\_ feet \_\_\_\_\_ of \_\_\_\_\_ crossing of your track in  
the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ County, to (make test borings and  
other subsurface exploration) (perform a survey) (etc.) to obtain data for the design of the subject improvement.

Right of entry for this purpose is authorized by subsection 84.01(10), Wisconsin Statutes.

It is expected that such (borings) (survey) (etc.) will be started on \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_.

A representative of the (soil boring) (survey) (etc.) crew will be contacting your office to discuss the  
specific schedule for the work.

Personnel will not be operating motorized equipment closer than 25 feet from any track at this site.  
Crossing of railroad right-of-way with motorized equipment will only be done at an established crossing. (All  
boring holes will be backfilled and) the right-of-way will be restored to its former condition at no expense to the  
railroad.

Sincerely,