



Letter of Authorization (LOA)

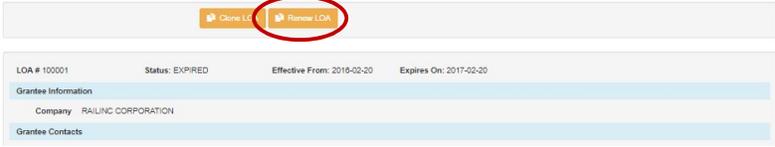
September 14, 2020

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- When an LOA is in a status of Expired, Revalidate, or Approved, the application provides a way to replace the LOA using the renew option.



LOA # 100001	Status: EXPIRED	Effective From: 2016-02-20	Expires On: 2017-02-20
Grantee Information			
Company RAILINC CORPORATION			
Grantee Contacts			

- A renewed LOA is a replacement of the original LOA.
- When the renewed LOA is approved, the original LOA automatically expires.

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LOAs in expired, revalidate, or approved statuses can be renewed using the Renew LOA button as shown in the screenshot.

Renewed LOAs are exact copies. The renewed LOA will be given a new LOA ID, the effective date, and contact information can be updated but certain other fields can't be changed. That's going to include the Grantee, Grantor and the Categories. If these are fields that you want to update, consider using the Clone option instead.

Once the renewed LOA has been submitted the original is locked and can no longer be changed. This is to prevent discrepancies between the old and new LOAs. After approval the new LOA can be edited to update the categories if needed. Once approved, the original LOA automatically expires.

Duplicate LOA x

Would you like to replace the original LOA to avoid unnecessary overlaps in coverage?

Select, 'Replace LOA' to replace the original LOA or Select 'Keep both LOAs'

Replace LOA

Keep Both LOAs

- When renewing active LOAs a prompt will appear to allow the replacement of the old LOA. This will expire the old LOA.

- Keeping both LOAs active will not expire the old LOA.

The purpose of this Letter of Authorization is to grant express consent authorizing RAILINC Corp. to provide information to a Third Party. *Renewals required

Grantee Information

Company RAILINC CORPORATION

Grantee Contacts

Primary Contact

Email:

First Name:

Last Name:

Phone:

Secondary Contact

Email:

First Name:

Last Name:

Phone:

Tertiary Contact

Email:

First Name:

Last Name:

Phone:

Effective Date

This LOA shall be effective beginning on the date below and shall remain in effect for a maximum of three (3) years from said date. Revalidation of authorization is required every 12 months from the authorization date until the LOA expiration. Either party may terminate this LOA at any time by giving written notice to the other party and RAILINC.

Effective Date:

Expiration Date:

Effective date may not be in the past.
Effective date must be less than Expiration date.

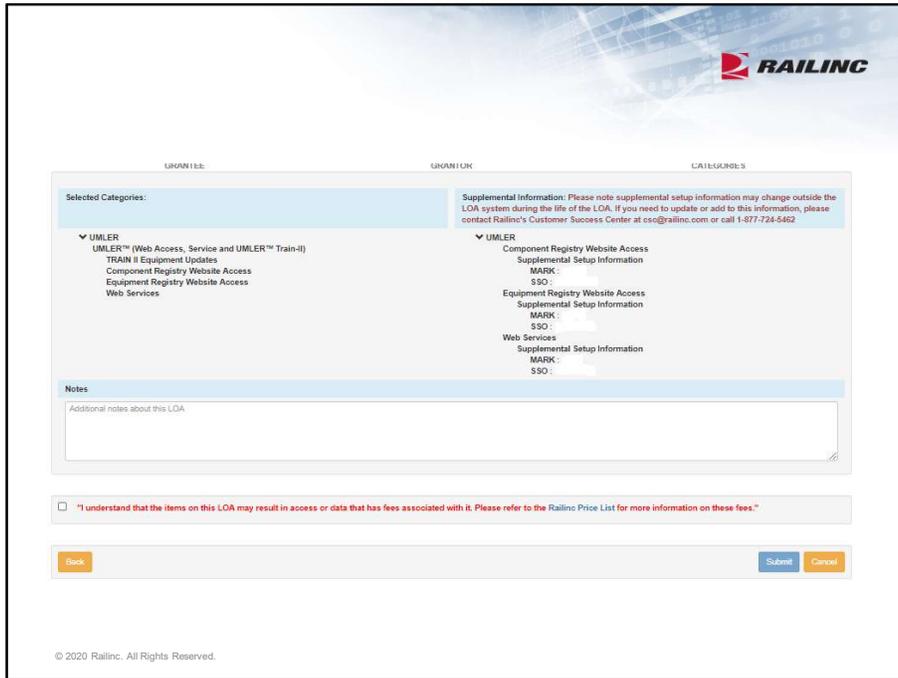
Expiration date may not be in the past.
Expiration date must be greater than Effective date.
An LOA may not be effective for more than 3 years.

LOA approvals must be received a minimum of seven business days prior to the requested effective date.

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Once we click the renew option we're taken to either the grantee or grantor page depending on how the original LOA was created. In this case Railinc was the grantee so when we choose to renew we're taken directly to the grantee page. The grantee and grantor will be automatically filled in and not open for change. The contact information will automatically be pulled from the original LOA but can be updated if needed.

In the bottom screenshot we see the next page of the LOA. Here you can update the contact information for the grantor and can enter in new effective and expiration dates. Effective dates must be current or set in the future. Expiration dates must be greater than the effective date but can be no more than 3 years in the future. LOAs must be revalidated each year.



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DESCRIPTION SIGNATURE CATEGORIES

Selected Categories:

- UMLER™ (Web Access, Service and UMLER™ Train-II)
 - TRAIN II Equipment Updates
 - Component Registry Website Access
 - Equipment Registry Website Access
 - Web Services

Supplemental Information: Please note supplemental setup information may change outside the LOA system during the life of the LOA. If you need to update or add to this information, please contact Railinc's Customer Success Center at cs@railinc.com or call 1-877-724-5462

- UMLER
 - Component Registry Website Access Supplemental Setup Information
 - MARK:
 - SSO:
 - Equipment Registry Website Access Supplemental Setup Information
 - MARK:
 - SSO:
 - Web Services Supplemental Setup Information
 - MARK:
 - SSO:

Notes

Additional notes about this LOA

I understand that the items on this LOA may result in access or data that has fees associated with it. Please refer to the Railinc Price List for more information on these fees.

Back Submit Cancel

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This example LOA was set up with Umler as the chosen category. We can see that the category and supplemental information is listed for review but cannot be edited. To move forward we would want to check the box confirming that this LOA may include categories with associated fees and submit. Fees for Railinc products can be viewed in the linked Railinc Price List.

A promotional slide for Railinc. The background features a blue sky with clouds, a red and white train, and a digital overlay of binary code and network lines. The text is centered and right-aligned. The Railinc logo is in the bottom right corner of the slide.

Railinc Keeps You Moving.

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This concludes our LOA webinar. If there are any questions on the LOA process please contact csc@railinc.com or call the Railinc Customer Success Center at 877-724-5462. Thank you.