

**Name of Club** .....

1. Name of layout .....

2. Owner/Contact .....

Address .....

Telephone No .....

e-Mail address .....

3. Type of layout .....

Scale and Gauge .....

4. Description of layout .....

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(continue overleaf)

5. Sketch plan overleaf with measurements.  
Basic measurements .....

6. Service requirements: a) power; give amps required .....

b) tables; to support layout/work .....

c) barriers/chairs .....

7. Valuation of layout and stock for insurances.

a) value of layout in total £ .....

b) value of locos and stock £ .....

c) ANY items valued at £100+ .....

8. Estimated expenses (transport, fuel, etc.) £ .....