

Screenshots for Recordation

www.stb.dot.gov/recordations.nsf/Director/OpenForm

Surface Transportation Board

E-FILING | E-LIBRARY | RAIL CONSUMERS | INDUSTRY DATA | ENVIRONMENTAL MATTERS | PUBLIC INFORMATION | NEWS | ABOUT STB

Recordations

In order to process your recordation, please fill out the information on this page. You may use your account to pay the recordation fee, or you may send a check to:

Surface Transportation Board
395 E Street, SW
Washington, DC 20423

In accordance with Ex Parte 542 Sub-No. 20, served on July 27, 2012, and effective August 26, 2012, the Filing of Documents for Recordations (49 U.S.C. 11301 and 49 CFR 1177.3(c)) is \$42.00 per document.

You will receive an email notifying you when your recordation has been accepted. Your recordation will not be accepted until it is processed at the STB, and it will not be processed until the fee is received. Therefore, if the recordation is time-sensitive, file it in person at the STB.

Is this a [Primary Recordation](#) or is it a [Secondary Recordation](#)?

Primary
 Secondary

Continue

Taskbar: 12:01 PM 4/12/2012

www.stb.dot.gov/RECORDATIONS.NSF/Primary-WebSubmission?OpenForm

Primary Recordations

Please fill out the following information to help us complete your electronic recordation:

Use My Account
 Check has been sent

Submitter: *
Company Name: *
Your Address: *
Email Address: *
Document Date: *
Document Type: *
New Document Type (If not found above)

Have Parties Identified Hereafter Aquired Clause * Yes No

Equipment Description: *

Attachments: * No file chosen

Please note that ONLY PDF files will be accepted.

* Required fields

Submit

Taskbar: 10:36 AM

First Page of the Website for Filings

The screenshot shows the homepage of the Surface Transportation Board's (STB) e-filing system. The browser address bar shows the URL www.stb.dot.gov/stb/efilings.nsf. A navigation menu at the top includes links for E-FILING, E-LIBRARY, RAIL CONSUMERS, INDUSTRY DATA, ENVIRONMENTAL MATTERS, PUBLIC INFORMATION, NEWS, and ABOUT STB. The main heading is "Welcome to E-Filing at STB".

The page is divided into two columns. The left column explains that e-filings can be made in lieu of certain paper filings and lists the types of filings that are not accepted: initial filings, filings with fees, and large evidentiary filings. It also states that e-filing is not mandatory and provides the STB's address: 395 E Street, SW, Washington, DC 20423-0001.

The right column contains several sections: a "Request a Login Account" button, a link for users who forgot their passwords, a section for "Processes that require a Login Account" with links for "Formal Filing Recordations" and a "How To E-file" button, and a section for "Processes that do not require a Login Account" with links for "Environmental Comments", "FOIA Requests", and "Information Quality Requests".

This screenshot shows the lower portion of the STB e-filing website. It features a "NOTE" regarding express company and private courier deliveries, stating that users should use ZIP CODE 20024. Below this, instructions explain the login process for e-filing systems, including the requirement to request a login account and the use of an e-mail address as a username.

A yellow highlighted box contains the text: "For any issues regarding STB filings, please call 1-202-245-0350".

The right column contains a "NOTE" stating that personal contact information is considered public information and is shared. It also lists several links: "Information Quality Requests", "Rail Consumer", "Public Hearings and Oral Arguments: Notice of Intent to Participate", and "Other Submissions (Correspondence, Comments)".

At the bottom of the page, the STB's address is repeated: "Surface Transportation Board, 395 E Street, SW, Washington, DC 20423". A footer contains links for help, FAQs, FOIA, privacy, disclaimers, and contact us, along with the U.S. Department of Transportation logo and the FIRSTGOV.gov logo.