



Denali and Aurora Railcar Use Terms and Conditions

updated January 2016

1. Contract to Use the Denali Car

When you have signed the *Denali Car* contract to use the car, please contact Passenger Operations for assistance with logistically organizing your charter at least two weeks in advance of your traveling date by emailing passengeroperations@akrr.com. A passenger manifest must be provided to Alaska Railroad Passenger Operations five (5) days prior to travel. Email a complete list of passengers to passengeroperations@akrr.com.

2. Final Manifest and Boarding

The *Denali Car* is typically added to the *Coastal Classic* train, which departs Anchorage at 6:45 a.m. and arrives in Seward at 11:05 a.m. On the day of travel, arrive at the Alaska Railroad Anchorage Historic Depot (411 W. First Avenue) no later than 6:15 a.m. with your entire group. If you have many supplies to load please be at the depot by 6:00 a.m., and once the train has been spotted (parked at the correct location) you will be allowed to drive up next to the railcar. A designated person must check and validate the identification (ID) of every passenger in the group and sign a Transportation Security Administration (TSA) form verifying everyone on the final manifest has been accounted for. On the morning of the event, a Passenger Operations Manager on Duty will inform a designated group leader when the train is ready to board. Before departure, a final manifest must be provided to the Passenger Manager on Duty.

Boarding Assistance: Please inform passengeroperations@akrr.com if anyone in your group will need assistance boarding.

3. Dining and Meal Service

Food service options include:

- A. Catering can be purchased through ESS Support Services by calling (907) 865-9816 or emailing to esschef@ess-worldwide.com.
- B. Guests may bring their own food onboard. Guests are welcome to use the refrigerator and freezer, however, ovens and heating elements are not available for use. Groups that bring food onboard are responsible for kitchen and trash cleanup. This includes:
 - double bagging all trash, except for restroom trash, and placing it on the back vestibule of the car upon arrival at your destination; and
 - making sure the kitchen area is wiped down and left as you found it.

4. Alcohol, Smoking and Audio-Visual Amenities

ALCOHOL:

Options for alcohol on the charter include:

1. Purchase alcohol service at the same time you purchase catering through ESS at the contacts above. ESS will provide the alcohol permit.
2. Purchase alcohol only (without catering) through ESS at the contacts above. ESS will provide the alcohol permit.
3. Bring your own alcohol onboard and pay ESS a corking and service fee to serve it for your group. ESS will provide the alcohol permit.
4. Bring your own alcohol onboard and serve it yourself. If you choose this option and ESS is also catering your event, ESS personnel will not be able to serve the alcohol. An alcohol permit is not required as long as alcohol is not being sold.

Alcohol cannot be purchased elsewhere on the train and brought back to the business car. Groups who wish to include alcohol on their charter must choose one of the options above. Whatever option is chosen, alcohol in the chartered car must remain in the business car; alcohol cannot be taken into the rest of the train.

SMOKING:

The Alaska Railroad passenger cars are all non-smoking railcars. Please refrain from smoking until reaching a designated smoking area outside depot facilities. The No-Smoking Onboard Policy includes vaping.

AUDIO-VISUAL AMENITIES:

A television screen onboard the *Denali Car* that can normally be hooked up to most models of a laptop computer.

5. Frequently Asked Questions

Q. Where should people in my group park?

A. Paid parking is available in the Diamond Parking lot located across the street from the Anchorage Historic Depot. The cost is approximately \$12 for 16-24 hours.

Q. Will there be commentary provided along the route?

A. Unfortunately Tour Guide commentary is not available aboard the chartered business cars.

Q. If a passenger on the original manifest cancels at the last minute, can someone else go in their place?

A. Yes, during the ID check-in on the morning of your event, please cross out the original name and hand write in the name of the new passenger. Making sure the final manifest is accurate on the morning of departure.

Q. *Can we have access to the train car the day before our event?*

A. In most cases no, due to conflicts with other events or maintenance activities in the railcar mechanical shops. However, during the morning of departure, the Alaska Railroad can typically accommodate a few minutes for event set up before guests board the train.

Q. *Will we have access to the car while in Seward?*

A. After off-loading passengers, the train will leave the station to reposition. Once the train is in position, guests have two (2) options.

1) You have access to the car but your group will need to police the folks entering and exiting your car. Railroad personnel will not be responsible for monitoring car if your group decides to keep the car open and available to group members during the time it is parked in Seward.

2) The car will remain locked and unavailable until regular passenger boarding, which begins at 5:00 p.m.

Q. *What time does the train leave Seward?*

A. The train departs Seward at 6:00 p.m. and arrives in Anchorage at 10:15 p.m.

Q. *Can we take bicycles on our trip to Seward?*

A. Yes. Check bicycles in at the baggage check-in area in Anchorage. The bicycle will be transported in the baggage car. There is a \$20 charge per bicycle. Please pay at the ticket window.

Q. *Are there any tax consequences if we raffle or auction off the use of the Denali Car to raise funds for our organization?*

A. According to IRS Publication 525, winnings from lotteries and raffles are gambling winnings which must be reported by the winner. With regard to non-cash prizes such as the use of the *Denali Car*, the winner of the **raffle** would have to include the fair market value of the prize on his/her tax return. The fair market value for non-profits using the Denali Car is \$7,000. On the other hand, if the use of the *Denali Car* is **auctioned** off, there are no such adverse tax consequences to the winning bidder.