

Cloakroom

1. Cloakroom facilities are available at some important stations for passengers only.
2. Cloak room ticket is in the form of a book and is machine numbered.
3. Cloak room ticket is in 3 parts, namely (i) Record (ii) Passenger (iii) Label.
4. The SM fills all the columns and label portion is pasted on the articles and passenger portion is handed over to the passenger as receipt.
5. Cloak room charges are as follows:

Period	Cloak Room	Locker
For first 24 hours or part thereof	Rs.30/- per package	Rs.20/-
For each subsequent 24 hours or part thereof	Rs.40/- per package	Rs.30/-

6. At the time of delivery, the passenger must mention the time and date with his signature on cloakroom ticket.
7. If the cloakroom ticket is lost, delivery can be granted on application, if SM is satisfied or on Indemnity Bond.
8. Maximum period for keeping the articles in cloakroom is 7 days.
9. If articles are not claimed within 7 days, they will be disposed off through public auction.