

RULES AND REGULATIONS

1. **GATE HOURS:** 24 Hour Access. **NO TAILGATING ALLOWED.**
2. **RENT:** All rent is due **MONTHLY ON YOUR CONTRACT ANNIVERSARY DATE. YOUR RENT IS EXPECTED TO BE PAID EACH MONTH ON OR BEFORE THAT DATE OR YOU WILL BE IN DEFAULT OF YOUR CONTRACT. YOU WILL NOT BE BILLED.** Please write your storage unit # on your check.
3. **LATE CHARGES:** A \$10.00 late charge and a \$10.00 overlock charge will be assessed on all late payments. The \$10.00 late charge is assessed monthly. The \$10.00 overlock charge is assessed each time the unit is overlocked. **PLEASE NOTE:** Access to your unit will be prohibited until the delinquency is cleared by payment in **CASH, BANK CHECK, MONEY ORDER OR CREDIT CARD. IF THE ARREARAGE IS PAID BY PERSONAL CHECK, A TEN (10) DAY WAITING PERIOD IS REQUIRED PRIOR TO UNLOCKING UNIT.**
4. **RETURNED CHECKS:** There will be a \$20.00 charge for returned checks and your unit will be overlocked during the time of delinquency.
5. **MINIMAL RENTAL PERIOD:** The minimum rental charges shall not be less than one month's rent.
6. **ADMINISTRATION FEE:** A one-time, non-refundable administration fee may be charged.
7. **VACATING:** Tenant must provide rental office with **WRITTEN NOTICE TEN (10) DAYS PRIOR TO VACATING A UNIT.**
8. **LIEN FOR NON-PAYMENT OF RENT AND OTHER DEFAULTS:** Upon delinquency or default, the unit may be overlocked and notice will be given. If delinquency is not paid in full or default corrected within the specified time, contents will be subject to sale. **PLEASE avoid the additional expense and potential loss of your property. MAKE YOUR PAYMENTS ON TIME! ACCEPTANCE OF PARTIAL PAYMENT DOES NOT TERMINATE OR POSTPONE THE LIEN SALE PROCESS.**
9. **INSURANCE:** The Owner is **NOT** responsible for insuring the contents of your unit. Private insurance coverage is available through our independent agent or through your local agent. **OR BE "SELF-INSURED" AND PERSONALLY ASSUME RISK OF LOSS OR DAMAGE.**
10. **USE OF PREMISES:** Units are used **ONLY** for the storage of personal property and household goods. All goods must be stored inside of units. **ALTERATIONS, INSIDE OR OUTSIDE OF UNITS, ARE STRICTLY FORBIDDEN.**
11. **LOCKS:** Immediately after rental, unit **MUST** be secured with a lock. Locks are available for purchase at rental office.
12. **CHANGE OF ADDRESS/TELEPHONE NO:** Please advise the rental office **IN WRITING** of any change in your address or telephone number.
13. **VEHICLE STORAGE:** Copies of registration and insurance required. Plastic is required under vehicles in case of leakage.
14. **STORAGE RESTRICTIONS:**
 - A. Nothing that is stolen. No use for any unlawful purpose.
 - B. No explosives, ammunition, dangerous chemicals or toxic waste.
 - C. No flammables, paint, oily rags, or liquids of any kind.
 - D. No food products.
 - E. Nothing that is alive.
 - F. Nothing that leaks or makes loud noise.
 - G. No sleeping allowed in unit; no recreational use.
 - H. No repairing, sanding or spray painting.
 - I. No smoking allowed in the unit.
 - J. No heirlooms or items of special or sentimental value.
 - K. No loitering.

THANK YOU FOR YOUR CONSIDERATION IN ABIDING BY THE RULES AND REGULATIONS. WE HOPE YOU WILL ENJOY YOUR STAY.