

Stuff-N-Store Self Storage Managed by Self Storage Management, LLC

THE STORAGE RULES

CONTRACT: Please read and understand your contract. If you have any questions, please ask. The terms of our contract and any updates mailed to you at your last known address is how we conduct business.

LOCKS: All customers are required to have their own locks on the storage units. If you do not have a lock on your storage unit, we will assume you no longer want to use the storage unit. **DO NOT RETURN THE TUBE LOCK TO THE OFFICE; IT SHOULD BE LEFT IN THE UNIT SO THE UNIT IS LOCKED AT ALL TIMES.**

INSURANCE: The Operator insures only the building and you are responsible for insuring all of your stored property, if you so choose.

TRASH: The Operator does not provide for trash removal. We will collect trash removal/cleaning fees from any and all offenders, so please help keep the area clean.

NOTICE: A written 30-day notice is necessary to end our lease agreement. The security deposit is not your last month's rent. When you decide to move out, please send your written notice with the last month's rent.

MONTH-TO-MONTH: Your lease is a month-to-month contract. Therefore, we can change the monthly rates with only a 30-day written notice. This means even though you may pay ahead, we cannot guarantee the monthly rate. **We only pro rate the rent when you move in; we do not pro rate the rent if you move out in the middle of the month.**

CHECK OUT: Before noon of the last day in the month, make sure your unit is swept clean and return our keys to us at the office by appointment or by putting the keys inside a marked envelope with your name, location and unit number in our mail slot in the office door. When you vacate your storage unit, if the unit is clean of trash but we have to sweep, there will be a \$20.00 fee. **Keys must be returned on the last day of the month by noon of when you gave notice to vacate the storage unit. Otherwise, you will be charged for the next month's rent.**

LOST KEYS: Any lost keys will result in a \$30.00 charge. This charge covers the new tube lock, new serial numbers issued, etc. We do not accept any duplicate keys made by other locksmiths, because they usually do not work, and the stamping is wrong.

DEPOSIT: Your security deposit will be mailed to you within the following month provided the unit is clean, all the keys have been returned to us on time, your locks have been removed and you do not owe us any rent or late fees. Please make sure we have your correct address so you get your deposit by mail.

LATE PAYMENTS: All rent payments not received in our office on or before the third day of the month will result in a 15% late fee.

ADDRESS: You must notify us in writing of any change of address, we can not accept oral changes by law. We must continue to send all notices to the contract, or the last known address.

STORAGE TIPS: The rental units are similar to storing items in a garage. It is best to keep your items off the concrete floor, especially cardboard boxes. Any boards or pallets that you use in the unit must be removed when you vacate.

OFFICE HOURS: Our office hours continue to be most weekday afternoons or by calling for an evening or Saturday morning appointments by special request only. **We are closed all Sundays and holidays.**

DRUGS: We have a zero tolerance for the possession, storage, and use of any and all illegal drugs or drug paraphernalia. Your lease will terminate with notice and the authorities will be notified

LIVING IN UNITS: We have a zero policy on anyone living in their unit. When we receive a complaint from another tenant or see the signs of someone living in the unit, your lease will be terminated with notice. There will be no refund of rents paid.