



SELF STORAGE RENTAL AGREEMENT

Updated 8-10-08

Storage Unit Information

Unit # _____ Size: _____ Monthly Rent: \$ _____ Deposit: \$ _____
Due on 1st of the month. Late fees apply after the 5th. Refunded after move out.

Tenant Contact Information

Last Name: _____ First Name: _____ MI: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____ E-Mail: _____

Alternate Contact Information

Last Name: _____ First Name: _____ MI: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Alt. Phone: _____ E-Mail: _____

General description of goods to be stored: (A maximum value of \$10,000.00 may be stored in any one unit)
(Alexander Storage does not insure any items stored by the tenant. It is expressly understood that it is the tenant's responsibility to provide insurance for any property stored at this facility. Refer to Item #15 in the contract.)

If storing a vehicle or renting an outdoor parking space, please fill out the following:

Vehicle Make: _____ Model: _____ Year: _____
State of Registration: _____ License Plate Number: _____

How did you hear about Alexander Storage and Mini Warehouses? Please circle all that apply

Yellow Pages Newspaper Radio Drive by Internet

Referral (Name: _____) Other: _____

ALEXANDER STORAGE AND MINI-WAREHOUSES

235 Alexander Avenue, Suite 1 • Ames, IA 50010
Phone: 515-232-4420 • FAX: 515-232-4472
Web: www.storageonalexander.com

FOR OFFICE USE ONLY

- Sales Receipt
- Memorized
- Transfer Deposit
- Unit Log/Rent Roll

SELF STORAGE RENTAL AGREEMENT

Transaction Information

(To be completed by Alexander Storage)

Transaction Date: _____ - _____ - _____

Start Date: _____ - _____ - _____

Unit # _____

Size: _____ X _____

(non-refundable) Administrative Fee = \$	_____ 10.00
(refundable) Customer Deposit = \$	_____
_____ Days _____ Rent = \$	_____
_____ = \$	_____
_____ = \$	_____
Total Amount Due = \$	_____

Monthly Rate: \$ _____ Monthly Tax: \$ _____ Monthly Total: \$ _____ Security Deposit: \$ _____

RENTAL AGREEMENT TERMS AND REGULATIONS Updated 8-10-08

ATTENTION CUSTOMER: Please read this entire agreement before signing.

(note: the term "lessor" shall mean Alexander Storage and the term "lessee" shall mean the Tenant.)

- A signed rental agreement, a non-refundable \$10 administrative fee and a security deposit equal to one month's rent is required to secure a storage unit.**
- There is a thirty-day (30) minimum rental period** under terms and conditions shown within this agreement for rental of unit.
- Lessee must provide his or her own lock(s).** Lessee is permitted one lock per unit. Lessor's locks will not be placed on units (except for lockouts due to delinquent rent payment). Lessor reserved the right to cut one lock if two locks are used. A \$10.00 bolt-cutting fee is assessed if lessor cuts a lock for a lessee.
- Subletting is prohibited without a new rental agreement being signed.**
- Rent is due on the first day of each month. A BILL WILL NOT BE SENT TO YOU.** Make checks payable to "Alexander Storage". Other payment options accepted are VISA, Mastercard, money orders and cash.
- A charge of \$15.00 will be assessed for checks returned for non-sufficient funds.**
- A late charge of \$20.00 will be assessed if rent is not received before the 5th day of the month.**
- Lessee understands that lessor may place a lien on goods for rental payment or fees due and may sell or dispose of goods with proper notice.** Delinquent property will go through the lien sale process and be sold at auction per lien-sale laws. If value of property to be auctioned is not sufficient to cover costs of holding the auction, it will be properly disposed of. Deposits will be forfeited if delinquent property goes through the lien process. **(Details listed in items 9-12)**
- If complete rent and all charges over \$10.00 have not been received by the 30th day of the month, a Notice of Self-Service Storage Facility Lien will be sent to the lessee. Lessee's unit will be overlocked with lessor's lock. An administrative charge of \$5.00 will be assessed at this time.
- If complete rent and all charges over \$10.00 have not been received the 30th day of the following month, lessee's lock will be cut, inventory will be taken, and a publication of sale of lessee's goods will be run in *The Tribune*.
- If complete rent and all charges over \$10.00 have not been received by the 7th day of the third month, a second publication of sale will be run.
- If complete rent and all charges over \$10.00 have not been received by the 14th day of the third month, an auction of lessee's goods will be held at site.
- Rent will be prorated on a per day basis if the unit is not occupied for the full month during move-in. During the move out month, if the unit is vacated before the 15th, half of the monthly rent will be refunded. **Lessee agrees to give a minimum of five (5) days written notice prior to move-out.** Lessee shall be responsible for rent payments until the date that lessor receives written notification concerning move-out, or until the date given in writing for move-out, whichever is the later date. Upon evacuation of storage unit and payment of all outstanding bills, the rental deposit shall be returned by mail within 30 days of vacating unit.

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14. **Anything stored must be taken with the tenant at the end of the rental period.** Units should be left completely vacant. Any property left behind will be discarded. A cleaning fee of \$50.00 will be assessed if unit is left extremely dirty or items are left behind. A \$10.00 fee will be assessed if unit is not swept out, and/or garbage is left behind.
15. **It is expressly understood that lessor carries no insurance covering lessee's goods and assumes no liability for same. Lessor is not responsible for damage to or the loss of lessee's goods caused by fire, water inherent vice, and any natural disaster, vandalism, burglary or any cause what so ever.**
16. Lessee affirms that the **total value of lessee's goods does not exceed \$10,000.00** per unit rented. Lessee waives any claims for sentimental value of goods stored.
17. **Lessee shall not store alcohol, illegal substances, hazardous waste, flammable substance or food items, etc.** within units. Units are for passive storage only.
18. **Lessee may not damage or alter a unit** without the consent of the manager.
19. **Management reserves the right to enter and inspect or repair units** in which a problem exists or is suspected of existing.
20. **Lessee understands that this facility is not guaranteed to be a dust free environment.** Should lessee wish to receive maximum protection from possible damage due to said conditions, he/she may opt to cover their goods with self-provided plastic.
21. **Lessee understands that there is a possibility of the floor being damp due to high humidity and temperatures during the summer months.** Should a lessee wish to receive maximum protection from possible damage due to said conditions, he/she may opt to place their stored goods up on self provided blocks or pallets.
22. **No children allowed running or playing** in the facility grounds. Moving trucks provide a serious hazard.
23. **No animals allowed on the premises.** We use pest control that can be detrimental to their health.
24. **Storage units are 24-hour accessible. Office hours are Monday-Friday, 8:00am to 5:00pm.**
25. **This is a binding contract and any laws that govern self-storage apply.**
26. Other provisions.
- Rates, facility hours, etc. may be changed with a thirty day notice.**

Violation or non-compliance with any of the above terms, rules and regulations may result in immediate eviction.

I understand and agree to adhere to the rental agreement and the rules and regulations presented to me.

Customer (Lessee)

Date

Representative of Alexander Storage (Lessor)

Date



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