

- We strongly advise keeping stored goods off concrete floors, concrete can sweat. (We have free pallets for your use!)
- Do not over pack storage and avoid stacking things directly against the wall units to insure good air flow.
- Stack your things in similar sized boxes as they will be easier to stack.
- Stack heavier items on the bottom – But be sure not to over pack boxes so they get too heavy and dangerous.
- Leave a walkway down the center of your unit to make accessing all items easier.
- Label all boxes on all sides. Again, this will save you time in the long run.
- Pack items that you will be frequently accessing towards the front – common sense, we know.
- Take apart large items, such as bed frames, tables, etc. This will save space and prevent them from breaking. Be sure to keep all parts together. Keep screws and smaller items handy by taping them to the larger item they belong to.
- If storing appliances be sure to clean them out first! Leave the door slightly open on refrigerators and microwaves to prevent mildew.
- Rub a small amount of oil on metal tools, bikes, etc. This will prevent rust – but be sure to separate these to not get oil on other things!
- Lay blankets or cloth over and between furniture to prevent scratching
- **Don't** store food items as this will attract rodents
- **Don't** leave paint, oil or gasoline in your storage unit. Drain gas from any machine, (lawnmowers, snowblowers, etc). It is against the law to store hazardous or combustible materials.

- **What Personal Information do I have to give you?**

We collect only the personal information needed to protect you and your belongings.

- **How do I pay rent?**

We accept cash, check by mail or in the Dropbox provided.

- **When is rent due?**

Rent is prorated to the first of each month and is paid each month in advance. A late fee is imposed if your full payment is not received within 5 days of the due date.

- **Are there any discounts for longer rental periods?**

If you pay for 12 months the 13<sup>th</sup> month is free.

- **How Long is the rental agreement?**

Rental agreements are month-to-month and automatically renew on the first of each month.

- **How secure are my stored items?**

Only you and those people you designate will have access to the facility. Your stuff your lock.

- **Are my stored items insured?**

Insurance on your stored items is your responsibility. Many homeowner's or renter's policies provide coverage.

- **When and how often can I access my unit?**

As long as your account is current, you may visit your storage unit as often as you like 24/7.