

YOUR SPACE PUBLIC STORAGE
1500 LAFAYETTE AVE
MCMINNVILLE, OR 97128
PHONE: (503)472-2986
yourspacestorage2@gmail.com



COMPANY POLICIES

1. All rents are due on the 1st of each month and vehicle gate access will be denied after the evening of the 4th.
2. A \$20.00 late fee is charged after being 10 days late, and unit will be overlocked.
3. Dogs **must** be kept in car or on leash at all times.
4. After 30 days of delinquency, unit subject to having lock cut and valued for auction per ORS 87.682-87.695
Goods can be auctioned 30 days after lock has been cut. Auction units may be held over to the next suitable auction date without notification.
5. A \$20.00 fee is charged for all returned checks.
6. A fee will be charged for all certified letters.
7. Securing and insuring the unit are the tenants responsibility. One and only one lock can be placed on unit.
8. Complex speed limit 5 m.p.h. Only one car is to pass through gate at a time(unless w/ same party). Enter gate code each time.
9. Smoking is prohibited on complex or in units!!
10. No live creatures of any kind. No food of any kind. No illegal, hazardous, flammable items.
11. All vehicles stored must have copy of registration and insurance on file and it must run.
12. Units found unlocked owing rent and valued at less than \$100.00 will be considered abandoned.
13. We do not send statements; customer is responsible for payment of rent in a timely manner.
14. Storage space is to be used for passive storage only; no work is to be performed on premises.

MILITARY PERSONNEL: All military personnel must notify manager. Are you currently in the armed forces? Yes No

Military Supervisor _____ Phone Number _____. If YES, must provide current military ID and dependent's.

Who's belongings will be stored? _____.

VACATING:

Rental space is to be left empty and clean! No trash is to be left in or around the property. There will be a \$100.00 fee assessed if items are left or space is dirty. Dumpsters on the premises are for company use only.

LOCK CUTTING:

No bolt cutters or lock cutting devices are allowed on the premises at any time. On-Site manager must perform all lock cuts between the hours of 9am-12pm. There is a lock cutting fee of \$20.00 plus the cost of a replacement lock(\$10.00).

CHANGE OF ADDRESS:

It is the customers responsibility to have a current/up-to-date mailing address. Change of address will only be accepted in writing submitted by the customer.

To receive an ADM DEPOSIT or CLEANING refund, units must be rented for a minimum of 30 days. Units must be clean and no refunds of less than \$10.00 will be given. All refunds will be mailed within 30 days to last known address. All locks must be removed or rent will continue to accrue.

Comment cards are available at the storage office, and are sent to our corporate office.

**OFFICE HOURS: MON - FRI 9AM TO 5:30PM
SAT 9AM TO 4PM
SUN 11AM TO 4PM
GATE HOURS: 7AM TO 9PM 7 DAYS A WEEK
ONLINE PAYMENT OR AUTOPAY AVAILABLE**

Customer has read and agrees to be the additional rules and responsibilities described above:

Customer Signature

Date