



Date: _____ Unit: _____
Gate Access Code: _____
ProRated Rent: _____ Input []

We pledge to never sell your information

APPLICATION FOR OCCUPANCY

By completing this application you certify that you have read, understand and agree to all Glenpool Storage's Policies and Procedures on the reverse side

ALL information must be provided to be considered for occupancy

Name: _____ Date of Birth: _____

Address: _____

New Address (if moving): _____

Hone Phone Number: _____ Cell Phone Number: _____

Driver's License Number & State: _____ SSN: _____

Email Address: _____ Military Svc Member: []Yes []No

Occupation: _____ Employer: _____

Employer's Address: _____

Employer's Phone Number: _____ Length of Employment: _____

Alternative Contacts

will be contacted if we are unable to reach you

Name: _____ Name: _____

Relationship: _____ Relationship: _____

Phone Number: _____ Phone Number: _____

Type of Goods to be Stored

FOR RECREATIONAL VEHICLES

- [] Motorhome [] Trailer
- [] Camper [] Car/Truck
- [] Boat [] Other

Year: _____ Make: _____

Model: _____ Tag: _____

Length: _____ Width: _____

How did you hear about us? _____

Avoid LATE FEES, enroll in AutoPay today!

All rentals are month to month. The minimum leasing term is one month.

1st month's rent is due in cash or money order upon signing the rental contract.

2nd month's rent is pro-rated and due 30 days after the execution of the rental contract.

3rd and each succeeding month's rent is due on the 1st of each month.

Payments, Late Fees & Charges

All rental payments are due on the 1st of each month. If payment for your rental unit is not received by the 5th, the following fees will be charged to your account. These fees will accumulate until the account is no longer delinquent or sold at public auction, no exceptions.

Late Fee Schedule and Charges:

1st	Rent Due
5th	\$15 Late Fee
15th	\$15 Preliminary Lien Late Fee
30th	\$5 Over Lock Fee
After 30 th	\$25 Lien Fee
After 30 th	\$20 Cut Lock Fee
After 30 th	\$150 Auction Fee

Over Lock Removal

If your account becomes delinquent, we will gladly remove our over lock immediately **ONLY** if your payment is in the form of cash or money order. Credit/Debit/Check payments will be subject to a **5 business day** waiting period. Once the funds have cleared our account or 5 business days have passed, the over lock will be removed.

Vacate Process

All tenants must vacate by the last day of the month to avoid future charges. Glenpool Storage does not pro-rate or refund for early/late move-outs during rental periods. Tenants must provide an intent to vacate notice in writing 14 days in advance. Glenpool Storage assumes no responsibility for charges to tenant accounts when written notice of intent to vacate has not been given. **TENANTS ARE RESPONSIBLE FOR REMOVING ALL UNIT CONTENTS.** Glenpool Storage does not supply a dumpster and charges a **\$50 fee** for not leaving the unit empty and broom clean.

Facility Usage, Access & Gate Operations

Glenpool Storage is a non-smoking facility. Attempting to utilize the facility as a place of residence is illegal, expressly prohibited and grounds for immediate eviction.

The facility is accessible from 6am-9pm, 7 days a week, 365 days a year. Your gate code allows unlimited access to the facility during operational time periods. **The power to the gate is shut off at 9pm.** If you remain inside the facility after 9pm, you will be charged a **\$25 After Hours fee per occurrence.**

Glenpool Storage takes no responsibility if you are negligent while entering or exiting the facility. The gate operates on a timer, not a sensor and will close after approximately 60 seconds. It is your sole responsibility to make sure you have enough room/time to maneuver your vehicle safely through the gate. **Do NOT stop in the gate path.**

Damages

Glenpool Storage charges a \$25 per hour Labor Fee in addition to the cost of damages to the facility.

Vehicle Towing

Do not block or impede access to any storage units. No overnight parking is allowed without a rental contract. All non-compliant/unauthorized vehicles will be towed at the owner's expense.

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