

NAME: _____

UNIT #: _____

RULES & REGULATIONS

Month-to-Month Tenancy.
Minimum rental term of one (1) month.

ALL RENT IS DUE AND PAYABLE ON THE FIRST OF EACH MONTH. ANY RENT RECEIVED AFTER THE 1ST OF THE MONTH WILL BE CONSIDERED LATE. Rents received after 5:00 pm on the tenth of the month will be charged an additional \$15.00.

***A-Z STORAGE DOES NOT SEND MONTHLY BILLS.**

A service charge of \$20.00 will be applied to all accounts for returned checks.

Accounts will be charged for any certified mail sent as well as any legal notices that appear in the newspaper. A-Z Storage will place a lock on the unit if rent is not received by the 17th of the month. PAYMENTS RECEIVED AFTER THE 17TH OF THE MONTH MUST BE IN THE FORM OF CASH, MONEY ORDER, OR CASHIERS CHECK. UNIT WILL BE UNLOCKED ON THE NEXT BUSINESS DAY.

Tenants run the risk of having the contents of their storage unit(s) auctioned or disposed of in accordance with Massachusetts' law when rents and any incurred fees are not paid before the deadlines as stated above.

Tenants who are scheduled for auction more than twice will receive a 30-day notice to vacate their unit(s).

Tenants must provide their own lock and personal insurance. A-Z Storage Rentals **DOES NOT** insure the contents of the units.

No storage of flammable materials.

No mechanical work or spray painting to be done on the premises.

A TWO WEEK WRITTEN NOTICE MUST BE GIVEN UPON VACATING the unit in order to receive full security deposit. Rent is not pro-rated when vacating unit. Security deposits will be refunded 7-10 days after A-Z Storage verifies the unit is empty and cleaned.

Tenants at time of vacating unit, units must be free of debris or items and swept out. If units are not cleaned, a \$50.00 fee will be assessed.

An access code will be assigned to you upon rental of a storage unit. This code is **PRIVATE**. If you forget your access code you will be **REQUIRED** to present management with a valid drivers license in person to be given the code. No exceptions will be made.

All security deposit refunds are returned via USPS. Please notify the office if there is a change of address and/or phone number.

Hours of accessibility to the units are **7:00 am – 9:00 pm** 7 days a week, including holidays.

Please use care when driving, parking, and backing up near units to avoid damaging gutters and walls.

NAME: _____ DATE: _____