



Lockaway Storage Ltd  
 Barracks Farm, Petersfield Road,  
 Monkwood, Alresford, Hampshire,  
 SO24 0HB  
 Tel: 01962 773767  
 Email: office@lockawaystorage.org

**Storage Space Rental Agreement Customer Copy**

**Unit Number**

**Unit Renter Information**

Mr/Mrs/Miss/other	First name	<input type="text"/>	Address	<input type="text"/>
	Surname	<input type="text"/>		<input type="text"/>
	Phone	<input type="text"/>		<input type="text"/>
	Mobile	<input type="text"/>	County	<input type="text"/> Postcode <input type="text"/>
	Email	<input type="text"/>		
	Photo ID type and Number	<input type="text"/>		
Alternative Contact				
Mr/Mrs/Miss/other	First name	<input type="text"/>	Address	<input type="text"/>
	Surname	<input type="text"/>		<input type="text"/>
	Phone	<input type="text"/>		<input type="text"/>
	Mobile	<input type="text"/>	County	<input type="text"/> Postcode <input type="text"/>
	Email	<input type="text"/>		

**Agreement**

Description of Goods Stored (to be completed by Unit Renter)

Personal  Business Business Name

Period of Storage : From  /  /  Rental Rate £  per Month

£  Deposit for fob paid (to be refunded once fob is returned.) Price includes VAT

Total to be paid £

**Insurance**

It is your responsibility to insure the items against all normal perils under a valid contract of insurance with a reputable insurance company for their replacement value.

I (the Unit Renter) will arrange for my own insurance cover where necessary

**Payment Instructions. Payments are to be made as follows**

On the  day of each month

By Standing order to the account outlined on reverse, unless otherwise agreed.

**Signed**

Account Number	I have read and understood and agree to be bound by the conditions of this agreement.	
	Unit Renter's Signature/s	<input type="text"/>
	Date of this agreement	<input type="text"/> / <input type="text"/> / <input type="text"/>

## Payment Instructions

Lloyds Bank

Name: Lockaway Storage Limited

Account No: 23559868

Sort code: 309661

Please put account number as shown on this form as the payment reference

**Cheques** – payable to Lockaway Storage Limited and sent to the Location address below

## Unit Access

Office hours: 9 am – 5pm Monday to Friday and by appointment at weekends

Access hours: 7am – 8pm

### Conditions

- Unit Renter to provide own padlock
  - The Unit Renter must not store: -
    - Waste or goods of no monetary value.
    - Food or perishable goods unless securely packed.
    - Living creatures.
    - Fire arms, explosives, weapons or ammunition.
    - Chemicals, radioactive materials, Biological agents.
    - Toxic waste, asbestos or other materials of a potentially dangerous nature.
    - Any illegal substances, illegal items or goods illegally obtained.
  - Unit Renter must not or allow others to: -
    - Use the unit or site that will invalidate any of our insurance or those of any other of our customers.
    - Use the unit for anything else other than Storage e.g. office, living accommodation. This includes the use of the unit as a receiving or sending of mail address.
    - Attach anything to the internal or external surfaces to the unit or make any alteration to the unit without our written consent.
    - Cause damage to the unit, site or any other unit. If Unit Renter cause's any damage Unit Renter must pay for the repair, restore or replace.
    - Leave items outside your unit or around site.
    - Leave units unlocked.
  - Unit renter is responsible for all visitors on site. Children and dogs to be supervised at all times. Dogs must always be kept on leads.
  - Goods are stored at Unit Renters sole risk.
  - The Site owner is not liable for the loss or damage of any goods stored on its premises.
  - This space will only be accessible during set access hours as declared by the Site owner.
  - Unit Renter will be liable for any damage caused to Unit or owner/ other customers property.
  - The items in the unit are your own property or that the person who owns or has an interest in them has given their irrevocable consent to store the items in the unit on the terms and conditions of this agreement.
  - Site owner is not accountable for Unit Renter's Health and Safety.
  - Replacement entry fobs can be obtained from office at cost.
  - Contact details on this document must be kept current. If they change, we must be contacted with up-to-date details.
    - If we cannot contact you for a period of 12 months, we have the right to access, remove and dispose of the items kept with us regardless of payment.
  - All payments are to be made in advance by the Unit Renter.
  - Late fees: -
    - If you do not pay our fees on the date, you must pay us an administrative charge of £20per invoice per month.
    - Additionally, on each occasion if any cheque is dishonored you must pay a £12 administrative cost.
  - Failure to pay: -
    - By default, of payment Unit Renter authorizes us: -
      - To refuse access to the goods or site.
      - To enter the unit, inspect and remove the goods to another unit or site.
      - To hold onto and /or ultimately dispose of some or all the goods.
- If debt is not paid or upon termination of this agreement the Unit Renter fails to collect goods within 14 days. Unit Renter will be sent a letter by recorded delivery to the address given above informing that Unit Renter has 14 days to remove these goods from the unit. If this is not done Site owner will have a lien over the goods for any debt until payment of debt in full has been received. Site owner has the right to dispose of / sell the items if they are not collected. To cover debts owed and to prevent further rental charges as Site owner will presume them abandoned.
- Liens
    - A lien is a right to retain possession of another's property pending the discharge of indebtedness. A lien often arises where a service has been performed but not paid for, e.g., a garage retaining possession of a car until the repair bill is paid or a solicitor retaining documents until his account has been paid.
  - Notice and moving out: -
    - Either Unit Renter or Site owner can terminate this agreement by giving no less than 14 days written notice.
    - Immediately by written notice if Unit Renter commits a serious breach of any term of this agreement.

**Location Address:** Lockaway Storage Ltd  
Barracks Farm, Petersfield Road, Monkwood,  
Alresford, Hampshire, SO24 0HB  
**Tel:** 01962 773767  
**Email:** office@lockawaystorage.org  
**Website:** www.lockawaystorage.org  
**Vat number:** 224 0882 25  
**Companies House number:** 08747600

Sample