

Rental Agreement

Complete the form, print the form, and send the form to UCSD Self-Store, Mail Code 0046

Department Name <input type="text"/>	Index No. <input type="text"/>
Fund/Organization <input type="text"/>	Mail Code <input type="text"/>
Requested by / Email: <input type="text"/>	Phone Number <input type="text"/>

FOR OFFICE USE ONLY	
Cage No.:	<input type="text"/>
Cage Size:	<input type="text"/>
Rate/Month	<input type="text"/>
Access No.:	<input type="text"/>

By execution of this document, the above named department, in consideration of the use of the above referenced storage space and access, agrees to the following:

1. **UCSD SELF-STORE** will provide padlocks for individual storage space(s).
2. Caustic, explosive, or flammable chemicals; gases or liquids; perishables; foodstuffs; hazardous materials or equipment containing such materials will **not** be placed in the **UCSD SELF-STORE** facility.
3. Tenants will exercise reasonable care in the use of the **UCSD SELF-STORE** facility. Damage to the facility or any equipment furnished, other than reasonable wear, will be the responsibility of the tenant causing such damage. Any tenant causing damage will report such damage to **UCSD SELF-STORE** at (858) 536-3225.
4. This agreement will remain in force from the date the access number is issued to the department representative until the cancellation section of this agreement is completed and received by **UCSD SELF-STORE**. Billing will continue through the end of the month in which the cancellation notice is completed.
5. No insurance will be provided by **UCSD SELF-STORE** for materials stored. Such insurance to be provided by individual tenants if desired. Contact Risk Management at (858) 534-4237.

Agreement Subject to Conditions Listed Above _____	Date
Authorized Signature _____ Print last name	
Agreement Cancellation Notice _____	Date
Authorized Signature _____ Print last name	

Date Access Code Issued	Date Spaces(s) Occupied	U-Store Rep.
<input type="text"/>	<input type="text"/>	<input type="text"/>
Date Access Code Cancelled	Date Space(s) Vacated	U-Store Rep.
<input type="text"/>	<input type="text"/>	<input type="text"/>