

OUTDOOR RECREATION RV STORAGE LOT

OUTDOOR RECREATION RV LOT

First Street

Fort Greely Alaska,

(907)873-4058 or (907)873-3292

Closed Sun, Mon, Wed

Tuesday, Thursday, Friday, Saturday

10:00-18:00





OUTDOOR RECREATION RECREATIONAL VEHICLE LOT STORAGE

Lot Location: 1st Street, Fort Greely, Alaska 99731

Center Location: Building 627 Artic Ave. Fort Greely, Alaska 99731

Lot#: _____ Key# _____ Copy # _____ Last Name: _____



VEHICLE STORAGE AGREEMENT

Customer Information

Grade/Rank: _____ First Name: _____ Key#: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Cell Phone: () _____ Work Phone: () _____ E-mail: _____

Eligibility Status: ☐ Active Duty ☐ Military Retired ☐ DoD Civilian ☐ Contractor

Service Branch: _____ Unit/Organization: _____

Unit Address: _____ City: _____ State: _____ Zip Code: _____

Alternate Full Name: _____ Alternate Phone Number: () _____

VEHICLE/PROPERTY INFORMATION

***Vehicle Description** (The word "vehicle" refers to all authorized stored property and is interchangeable with the word "property.")

☐ Vehicle (four wheels) ☐ Motorcycle ☐ Double Axle Truck ☐ Cab-over RV Camper Truck
☐ Boat w/ Trailer ☐ 5th Wheel Trailer ☐ Cargo Hauler/Utility Trailer ☐ Camper Trailer
☐ RV under 20ft ☐ RV 20-35ft ☐ RV over 35ft *Length (in feet) _____

NOTE: The length of each vehicle is measured from extreme tip-to-tip. Example: Boats on Trailers will be measured from the tip of the trailer hitch tongue to the extreme tip of the boats motor.

Vehicle Manufacturer: _____ Model: _____ Year: _____ Plate No: _____ State: _____

_____ Customer acknowledges above information **matches** the vehicle registration.

DDR Staff Printed Name: _____ DDR Staff Signature: _____

-----DDR Vehicle Storage Contract Check Out Form-----

Patron will notify DDR RV Storage staff at least one month prior to vacating Fort Greely DDR RV Storage lot in writing or in person at the DDR Center and sign a checkout form. Patron will pay all current and back fees in full. If Patron does not properly check out of the DDR facility, DDR will continue to charge for the full period rental fee and there **WILL BE NO REFUNDS** provided. Patron will remove all items from space prior to moving out and return the Space to its original condition. Do not dispose of trash in any DDR receptacle or other Spaces. You must remove your property and trash completely from all of DDR facilities. An authorized DDR staff member shall inspect your space and sign the check-out form to clear you from any additional fees or debris removal. DDR does not pro-rate fees. If you check out before the 1st of the current month, the fee will be waived. Beyond the 1st of the month, you will be assessed the entire month for the size of the Space occupied.

To be performed by DDR Staff at the time of Patron/Renter check out

☐ Full Payment Confirmed ☐ Vehicle and all property removed ☐ Space is clean and free from all debris

Customer Signature: _____ Date ____/____/____

DDR Staff printed name: _____ DDR Staff signature: _____ Date ____/____/____

I/We agree, have fully read, and understand the above regulations, rules, and all that applies, _____



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Terms and Conditions

1. Term.

The term of this Rental Agreement ("Agreement") shall commence on the ____ day of _____, 20____ (Commencement Date").

2. Fees.

RV Storage Lot Fees	Monthly Fees	Six Month Fees	1 Year Fees	RV Storage Lot Fees	Monthly Fees	Six Month Fees	1 Year Fees
7ft X 6ft Space	\$8.00	\$28.00	\$66.00	30ft X 12ft Space	\$40.00	\$220.00	\$450.00
10ft X 8ft Space	\$30.00	\$160.00	\$330.00	40ft X 12ft Space	\$45.00	\$250.00	\$510.00
20ft X 12' Space	\$35.00	\$190.00	\$390.00	50ft X 12ft Space	\$50.00	\$280.00	\$450.00
		40ft X 8ft Connex	\$65.00	\$370.00	\$750.00		

3. Payment. Patron agrees to make payment on the 1st of each month for Space/Lot# _____ ("Space"). If agreement is for one-month, six-month, or 12-month period, patron must renew agreement at the end of that agreement. Payments will only be accepted via a visit to the ODR Center or by phone in. All monies paid are applied to the oldest outstanding balances first. It is each customer's and sponsor's responsibility to make timely payments (see "Late Fees" below). We gladly accept advance payments and strongly encourage patrons going overseas to pay several months or even years in advance. OCONUS orders must pay 1 year in advance. Declined credit cards shall incur a \$10 fee for each failed charge attempt. Refunds are for complete months and are not pro-rated.

4. Late Payment. A \$5.00 fee per day shall be charged to customers for a delinquent account. Patrons who fail to pay the full monthly fee by the 1st day of the month shall be considered late. An ODR staff member will provide one curtesy call and/or email to patrons in CONUS after which, the daily late fee shall be added to your monthly fee.

Example: Account three days late on a 40ft Space.

\$45.00 (Monthly Fee) \$5.00 daily late fee \$45+\$15=\$60.00 payment due for next month

If you do not respond with payment by the 15th day of the month, ODR Management shall take the following steps:

*Cancel your gate key access.

*Provide one (1) email warning of our intention to take action to have property removed as abandoned.

IAW Fort Greely Policies and Regulations, or begin lien procedures IAW AS 34.35.220, Alaska State Department of Motor Vehicles and U.S. Government Impound.

*Collection procedures may include garnishment of pay.

*Loss of privileges to use ODR vehicle storage facility and other Outdoor Recreation Programs & Services.

If payment is not received after 30 days from the date due, Fort Greely ODR shall impose a per month retroactive late fee (see above) beginning the first day of the first month of delinquency. If the customer pays the full balance including late fees and penalties before a lien is issued on the property being stored, a portion of this fee may be waived depending on property disposition and disposal expenses and administrative fees. If ODR assumes a lien on property, charges, fees and penalties shall not be waived and ODR shall dispose of the property as necessary.

I/We agree, have fully read, and understand the above Regulations, Rules, and all that applies, _____



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5. **Impound.** A \$50.00 fee will be charged for any vehicle that is not properly registered with DDR.
6. **Usage.** No dangerous or illegal items may be stored or kept in the storage space. No person may sleep, cook, reside, operate a business, store chemicals, hazardous materials or materials that may cause a hazard (rags, piles of papers, etc.) fuels or conduct major repairs in the Space. Patrons may not store or grow any illegal substances or conduct illegal activity on DDR property. Use of this space does not grant Patron permission to use other parts of the premise, property, or grounds adjacent to the rental space. Request for permission of modifications should be provided in writing to DDR. The Patron may not modify, add shelving or make any other changes to Space unless written permission is provided by DDR. These changes are made at the expense of the Patron.
7. **Limitation of Liability and Insurance.** DDR does not provide any security and is not responsible for any loss, or damages incurred by the Patron during the use of Space. Patron acknowledges that he/she assumes all responsibility for the security of the space, property stored in the Space, and their person while using the Space. Patron further acknowledges that DDR does not ensure stored property, and that it is the sole responsibility, of the Patron to maintain insurance to cover any loss of business, property, loss, death, or injury regardless of the cause of the loss or event at the time of the occurrence. The Patron further agrees to hold harmless and indemnify DDR against all claims, losses, damages, cost or liabilities that may arise from the use of the Space. Patrons are encouraged to inspect their property at least once per week while in storage.

If your property has suffered a break-in or damage in any way, please do the following:

- *Notify DDR Staff immediately (907)873-4058
- *Contact the Fort Greely Police Department (907)873-2677
- *Contact your insurance representative

Any claims made against the U.S. Army regarding your property must be made through the Fort Greely Staff Judge Advocate

8. **Check-in Procedures.** Patron must complete the following check-in procedures:

- *Provide a copy of the Registration to all stored vehicles
- *Read, complete, and sign the Recreational Vehicle Storage SOP & Agreement
- *Pay a refundable deposit fee (if applicable)

9. **Check-out Procedures.** Patron will notify DDR staff at least one month prior to vacating the DDR Recreational Vehicle Storage Lot in writing/email or in person at the DDR office and complete the check-out portion of this form. Patron will pay all current and back fees in full. If Patron does not properly check out of the DDR lot, DDR will continue to charge for the full period rental fee and there **WILL BE NO REFUNDS** provided. Patron must check out key at the same time the Space is checked out. Patron will remove all items from Space prior to moving out and return the Space to its original condition. Do not dispose of trash in any DDR trash receptacle or other Spaces. You must remove your property and trash completely from DDR property. DDR Staff shall inspect your space and complete the check-out form to clear you for any additional fees or debris removal. DDR does not pro-rate fees. If you check out before the 1st of the current month, the late fee will be waived. Beyond the 1st of the current month, you will be assessed the full monthly rate of the Space occupied.

10. **Authorized Vehicles.**

- * Only the vehicles listed in this contract are authorized to be stored at the Space. Patron verifies that the vehicle(s) referenced above belong to the Patron or that the Patron has the right to possess or store the vehicles.
- * The term "vehicle" referenced in this agreement equates to ALL property that is stored at the DDR RV Storage Lot.

I/We agree, have fully read, and understand the above regulations, rules, and all that applies, _____



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* Vehicles must be immediately transportable via tow or platform truck or driven on its own wheels. Boats must be on trailers that fit the above transport criteria. ODR management must approve any exceptions to this requirement, which will also require a deposit (if applicable) as stated above.

* **Derelict Property.** All vehicles, including but not limited to campers, RVs, Wheels, travel trailers, etc., must be transportable and operationally maintained. If ODR management determines your stored property is not operational or creates a safety risk to personnel or other property, ODR will notify you of the condition and require an immediate remediation or removal of the property. If ODR determines that the property requires demolition, disposal of appliances, hazardous materials, etc., prior to disposal you shall be required to pay a deposit (see rates above) to ensure proper disposal in the case of abandonment. When the vehicle is completely removed from the facility by the owner, the deposit shall be returned. If said vehicle is abandoned, then the deposit shall be retained as a fee and ODR shall dispose of the property in accordance with applicable policy and regulations.

* **Abandoned Vehicles.** Abandonment of personal property on Federal installations is prohibited and will not be tolerated. Patrons agree that falling more than 60 days in arrears, without prior written/email authorization from ODR, constitutes abandonment of property. Furthermore, Patron agrees that property determined by ODR to be derelict must be remediated or removed within 14 days of notification. Patron agrees that a failure to remediate or remove the offending property, without prior written/email authorization from ODR, constitutes abandonment of property and subjects the property to immediate initiation of disposal proceedings. ODR will initiate disposal proceedings for all other abandoned property in accordance with timelines prescribed in 10 U.S.C. 2575, Department of Defense Financial Management Regulation 7000.14, Department of Defense Manual 4160.21, and Army Regulation 215-1.

* All property must have all of the following: license plate, current registration tags, and proof of ownership.

* All property must be owned and registered under the name of the eligible patron that is named on this vehicle storage agreement. Exceptions to this policy shall be determined by ODR management.

11. Prohibited Vehicles and Activities.

* Major repairs or maintenance on any vehicle is prohibited unless authorized by ODR Management.

* No dumping of trash or debris anywhere on Federal property including the storage lots. No dumping any fluid whatsoever from your vehicle in storage lot.

If any unlawful actions by patrons are witnessed, ODR will report individuals of unlawful dumping on Federal property to the Fort Greely Military Police Department.

* Spaces must be free from any accumulation of trash or debris. A **\$50 fee** shall be charged for removal of debris from spaces that are occupied. Any debris found amongst your property shall be considered trash and properly disposed without notice.

* No disposing of batteries, vehicle parts, or any hazardous material on facility grounds. A **\$100 fee** from ODR shall be charged for removal of any hazardous materials. There may be a separate charge if Waste Management (ECC) has to remove the hazardous material.

12. Subletting and Assignments. No space shall be sublet or assigned without the express written/emailed consent of the ODR.

13. Inspection Compliance. ODR Staff may enter the Space after providing notice to the Patron in order to inspect the condition of the Space and Property being stored at the Space in order to ensure Patron is compliant with the terms and conditions of the agreement as well applicable local, state and Federal laws.

14. Waitlist. Patrons desiring a Space that is unavailable at the time of request may be placed on the waiting list. The waiting list will be maintained by ODR Staff and assigned to the next patron on the waiting list.

I/We agree, have fully read, and understand the above regulations, rules, and all that applies, _____



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Customer Certification

Please read the below policy provisions thoroughly and initial on the line in front of each, indicating you have read, and fully understand each provision. Once you have initialed each provision of the Customer Certification page, please sign, date, and complete the subsequent required information below.

- 1) Only vehicles identified on the official data sheet maintained in DDR RV Storage files shall be authorized storage at the DDR RV Storage Lot. Any property left unattended in the lot must be identified in DDR records. A fine of \$35 per incident and \$10 per day following initial discovery of unauthorized property will be charged to the customer owning said property. If DDR is unable to contact the owner of the unauthorized property within 7 days, DDR will initiate disposal procedures for abandoned property.
- 2) Customers must pay all fees and charges in a timely manner as outlined in this contract. Failure to do so may result in garnishment of amount due and/or re-vocation of storage privileges.
- 3) Failure to pay any fees due after a period of 30 days will result in the immediate establishment of delinquency against the item(s) stored. DDR shall consider said equipment abandoned and begin disposal procedures IAW Department of Defense Regulations, or in the alternative and at the discretion of DDR, Alaska State DMV regulations. Customer's signature on this document constitutes acknowledgement and acceptance of DFMWR DDR disposal policy.
- 4) A copy of the vehicle registration must be maintained with DDR's RV Storage Lot files for ALL property that may be left unattended in the storage lots; no matter how temporary. If an unattended vehicle is found and there is no record of said vehicle, DDR shall initiate property removal procedures at the risk and expense of the owner.
- 5) If a space is found empty 7 days into the current month and the payment balance has expired for that space's customer, DDR shall assume the customer has moved out and will immediately make that space available for rent and cancel the former customer's Gate Key.
- 6) If property is transferred or sold to another person, DDR must be notified immediately and the customers(s) are/is responsible to update DDR's RV Storage Lot files. If the property is sold to an ineligible patron, the property must be removed immediately upon transfer. Until DDR is informed of such a transfer and the property is legally in the name of the new owner, the original owner and renter of that space shall continue to be liable for that property and the fees thereof.
- 7) Property in all Spaces must stay within the Space's boundary lines. If your property is outside these boundary lines, you will be charged an additional monthly fee of \$20 until your property is properly stored.
- 8) No customer shall leave unattended any vehicle in any space that is not authorized for their storage. If any property is found in a space other than its authorized space, the customer must pay an additional monthly fee (based on the size of said vehicle) for the space occupied, beginning with the first day of the current month.
- 9) In consideration of safety and security, DDR requests that customers NOT share their Gate Key with anyone outside their immediate family. Persons discovered within the vehicle storage lot by DDR Staff members or Fort Greely Military Police are subject to questioning and may be detained by the police if they do not have authorization for entry. If you must give your gate key to someone outside your immediate family please notify the DDR Staff in writing/email prior to that person's entry and notify the DDR staff when that person is no longer requiring access.
- 10) Communication with the DDR Staff is very important. Therefore, customers are required to keep all information required on page one of this contract updated, complete and accurate. If you deploy or plan to be inaccessible for a period of time, DDR mandates that you inform DDR so we can place these notes in your file and make necessary adjustments. Otherwise, if DDR is unable to contact you and receive a reply confirming this contact effort within 15 days, then we will assume that you are inaccessible and have abandoned your property. This may result in removal of property, and extra charges to your account.
- 11) I/We agree to a minimum fee of \$25 for a key copy, \$50 for a lost, damaged, or others using the key, \$100 for key not turned in at end of lease, and \$100 for duplicating the key by patron.
- 12) I (Patron) give (other than spouse) _____ permission to move/remove or sign on my behalf for my Storage Lot and belongings if I am not able to be in person to do so. Person's phone# _____.

I/We agree, have fully read, and understand the above regulations, rules, and all that applies, _____



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Personal data is solicited under the authority of 10 USC 3012 and Executive Order 9793. Military ID/DOB is to be used to insure proper identification. Other information is used to determine eligibility for participation in DDR programs. This disclosure is voluntary, but failure to disclose all or part may preclude participation in activities or use of Space and equipment.

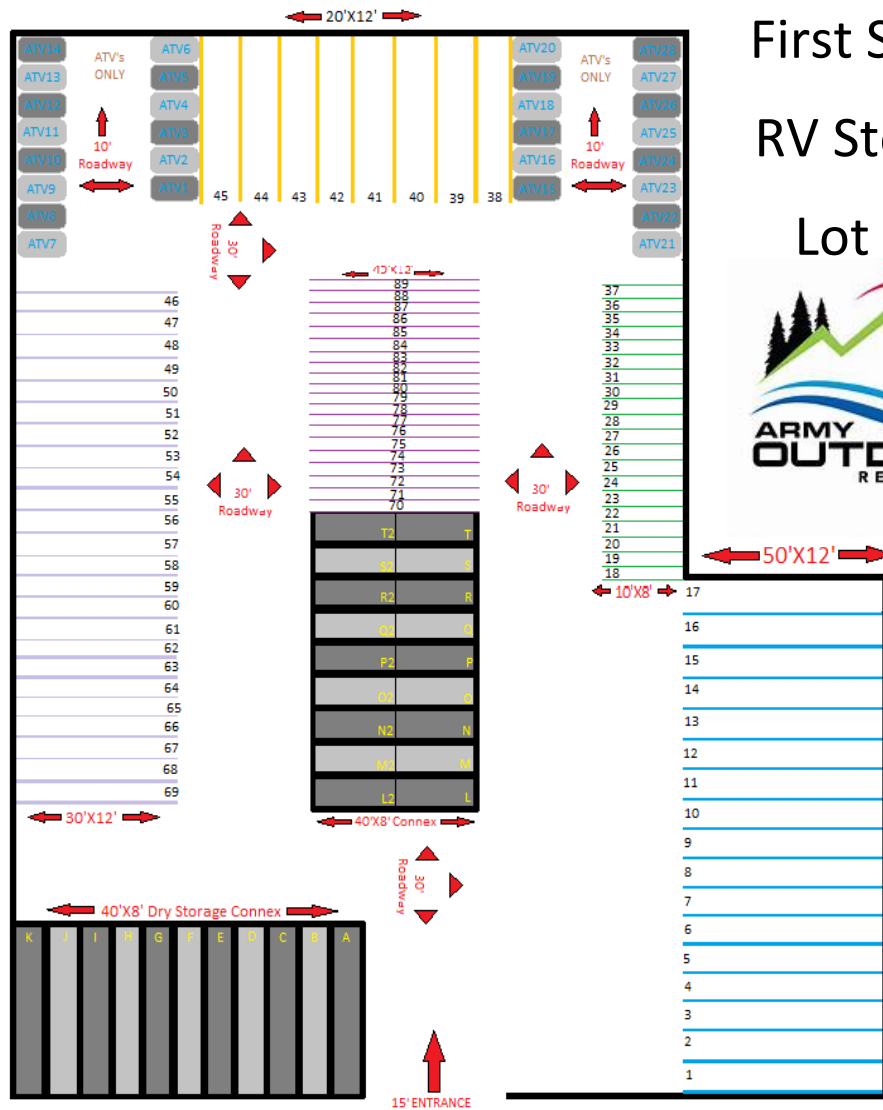
Sponsor Certification (if applicable)

I have read and understand the DDR's RV Storage Lot Agreement and related policies in their entirety and as the eligible sponsor for MWR services. I agree to abide by all policies and provisions herein. I also agree to pay any outstanding debt obligations as well as fees and penalties should the owner of the stored vehicle default on his or her scheduled payments.

Customer Print _____ Customer Signature _____ Date ____/____/____

DDR Staff Printed Name: _____ DDR Staff Signature: _____ Date ____/____/____

I/We agree, have fully read, and understand the above regulations, rules, and all that applies, _____



First Street RV Storage Lot map

