

Recreational Vehicle Storage Contract

Contact Information

Name: _____ Lot Name: _____ Space #: _____

Rank: _____ Organization: _____ Space Size: _____

Primary Phone #: _____ Secondary Phone #: _____

Mailing Address: _____ Card #: _____

Email Address: _____

Recreational Vehicle Information

Type of Vehicle/s (Motor Home, Boat, etc.): _____

Make & Model: _____ Year: _____ Color: _____

License Plate Number & State: _____

Customer Agreement and Signature

I have read and fully understand the guidelines and conditions on the attachment of this form. I am fully aware of my responsibilities in this agreement. I also understand that, if any of my contract or vehicle information changes, I must notify the Outdoor Recreation Center (ORC) office.

Customer's Signature

Date

Date Space Acquired: _____

ORC Employee's Initials: _____

Payment Information

Date Paid										
Amount										
Valid to Date										
ORC Initials										

Cancellation

I hereby cancel my storage lot space. My spot is completely empty at this time and ready for reissue to another individual.

Customer's Signature

Date

ORC Employee's Initials: _____



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 673D AIR BASE WING
JOINT BASE ELMENDORF-RICHARDSON, ALASKA

673rd Force Support Squadron, Community Services Flight Outdoor Recreation Program
Recreational Vehicle (RV) Storage Lot Guidelines

1. The JBER Outdoor Recreation Director's will ensure compliance of these guidelines for the RV Storage Lots under their direct supervision
2. **Authorized Patrons Eligibility** - Uniformed Service members, service retirees, honorably discharged veterans with 100 percent disability, former and/or surviving spouses, DoD/NAF Employees, Coast Guard Civilians, approved DoD contractors, their families/guests are authorized to use the RV Storage lots as defined in AFI 34-101, MWR Use and Eligibility, The Outdoor Recreation Center Manager has the authority and responsibility to restrict the use of the RV Storage Lot, vehicles and other items not listed in the section (3) will be considered on a case-by-case basis as determined by the ORC Manager or Outdoor Recreation Director..
3. The RV Storage Lot is for the storage of Motor homes, camper trailers, truck campers, camper shells, canoes, utility trailers, boats, snowmobiles, race cars on trailers, ATVs and their trailers, automobiles and trucks are permitted in the RV Storage Lots, **Conex boxes are prohibited**. Portable gas cans are allowed as long they are stored with the patron's equipment. Gas cans must be less than five gallons each. Storage fees are based on the storage fee per liner foot. Payment must be made prior to the expiration of the monthly, quarterly or annual contract. Autopay is also available for your convenience. Fees will be prorated as necessary to start or end a contract. If payment is 16 or more days delinquent a late fee of \$25.00 will be assessed when payment is made. Customers more than 60 days delinquent, a certified notification letter regarding the overdue account will be mailed to the last known address on file.
4. The customer will then be given 45 days from the date of the final notification letter to either pay their past due balance and continue to do so in accordance with their contract or pay the past due amount in full, collect their vehicle and close out the account. If there is no response from the customer, the vehicle will be turned over to the 673rd FSS Commander as abandoned property and subject to JBER disposal procedures. A local towing company will be given the rights to possess the abandoned property that is being disposed of. The owner is liable for the cost of all towing and impound storage fees.
5. Refund of storage fees will be granted in the event the patron should choose to remove their property from storage. Fees will be prorated as necessary to start or end a contract. Customers choosing to terminate storage must notify the Outdoor Recreation Center, sign the cancellation portion of their contract and return the proximity scan card. If the Outdoor Recreation Center is not notified, the contracted storage fee will continue to accumulate until the contract is officially terminated by both parties.
6. Vehicles to be stored must be the personal property of the customer. Vehicles stored on the RV Storage Lot are vulnerable to theft, vandalism and other hazards. Customers are advised to maintain private insurance to cover these risks. Without insurance coverage, the customer is considered self-insurer and bares the payment of any claim for personal injury, theft, vandalism or damage to the vehicle. To utilize the RV Storage Lot, the vehicle owner must agree to waive any and all claims against the Outdoor Recreation Center, Community Services Flight, 673rd Force Support Squadron of the United States Air Force, and its agents, for any personal injury, damage or loss to the owner's person, owner's vehicle and/or its contents.
7. If all spaces become filled, a waiting list will NOT be maintained by the personnel of the Outdoor Recreation Center for assignment of spaces as they become available. It will be up to the customer to contact the Outdoor Recreation Center for availability.
8. Vehicles must be parked in their assigned storage space at all times. No area will be assumed or exchanged by customers without prior approval from an Outdoor Recreation representative. Vehicles not registered at the Outdoor Recreation Center will be towed as they will be considered unauthorized vehicles that are illegally parked.

9. Customer Responsibilities: Customers will keep their assigned storage lot clean and free of other items (i.e. wheels, seats, ropes, parts, etc.) under and around stored vehicles. It is also the customers responsibility to keep vehicles in good repair with no leaks. Customer will be responsible for containing and cleaning any leaks if they should occur and pay any fines incurred. Outdoor Recreation Center personnel will inspect the RV Storage Lots and will contact customer in the event their assigned area needs attention. Removal of snow/road snow berm from the assigned space is the responsibility of the customer. For a \$50.00 service fee per request, the Outdoor Recreation program will coordinate snow removal.
10. Customers will secure all windows, doors and attachments. The following items are prohibited and cannot be stored inside, on or around any vehicle stored at the RV Storage Lot: illegal items, food, beverages, explosives, firearms, munitions, flammable liquids/materials (other than UL approved portable marine gas tanks), corrosives, hazardous or toxic materials/waste, animals, people or trash.
11. No vehicles will be allowed to extend beyond the length of the storage lot or otherwise impede traffic flow or access to the lot.
12. The JBER RV Lot customers will be assigned a unique key card for access to their storage area. A \$15 charge will occur if a key card needs to be replaced. Failure to return the proximity card upon cancellation will also result in a \$15 fee.
13. Customers should ensure the gate is secured when they leave the RV Storage Lot. If there appears to be an issue with the security gate at **Persimmon, Maple, Zeamer, Little Dipper, Northern Lights, Milky Way or Solar Eclipse**, then customers must notify Outdoor Recreation Center, Bldg. 7301 at 907-552-2023/2438 during normal duty hours. For gate issues after normal duty hours please call the Security Forces Squadron at 552-3421.
14. Repairs or maintenance will not be performed on vehicles inside the RV Storage Lot except as necessary to facilitate removal (i.e. change tire, jump start, etc.).
15. At the time of registration, the customer will be required to provide proof of ownership. Proof of ownership may be accomplished by producing a certificate of legal ownership such as a title or notarized bill of sale. It is the customer's responsibility to pay storage fees when they are due. Outdoor Recreation does not notify customers of their due date.
16. Each customer will be provided with a signed copy of these guidelines
17. If you have any questions, please call Outdoor Recreation, Bldg. 7301 or at 907.552.2023 during normal business hours.

_____/_____

Customer Signature Date