

WESTSIDE SELF STORAGE RULES

These rules are part of the contract between E2 Properties and _____.

1. **CONTRACT:** Please read and understand your contract. If you have any questions, please ask. The terms of our contract and any updates mailed to you at your last known address is how we conduct business.
2. **PAYMENT:** All rent payments are due on the first day of each month. We accept cash or check payments. All checks MUST be made **payable to E2 Properties, LLC** to be considered a valid payment.
3. **LATE PAYMENTS:** All rent payments not received in our office on or before noon of the 5th day of the month will result in a \$10.00 late fee. If we do not receive your rent AND late fee by noon on the 15th of the month, your unit will be overlocked and you will be charged a \$15.00 overlock lien charge.
4. **MONTH-TO-MONTH:** Your lease is a month-to-month contract. Therefore, we can change the monthly rates with a 30-day written notice. We only pro-rate the rent when you move in. We do not pro-rate the rent if you move out in the middle of a month.
5. **TERMINATION:** A written and delivered 30-day notice is required to end our lease agreement. The security deposit is not your last month's rent. When you decide to move out, please send your WRITTEN notice with your last month's rent.
6. **SECURITY DEPOSIT:** Your security deposit will be mailed to you within the following month provided your unit is acceptable (swept clean and debris removed), your locks have been removed, and you do not owe us any rent late fees or other fees. If you have moved, please make sure we have your current address.
7. **TRASH:** We do not provide for trash removal. ALL contents including RUBBISH must be removed from the unit and taken with the Tenant upon vacating to avoid cleaning and dumping fees.
8. **ADDRESS:** You must notify us in writing of any changes of address or, by law, we will continue to send all notices to the address on your contract.
9. **USE AND COMPLIANCE WITH THE LAW:** The unit(s) is to be used solely for the purpose of storing any personal property belonging to you. You are not to store any goods in the space which would cause danger of nuisance to the unit, premises or facility.

Updated: April 24, 2019