



Storage Tips

Prohibited Storage

Common sense and state laws determine what may be stored. You alone control access to your storage space; therefore, never store live animals, perishables, liquids, explosives, flammable liquids and fuels, toxic materials, or other items that need a controlled environment.

Specific Storage Tips

APPLIANCES: A refrigerator or freezer should be thoroughly dry and stored with its door slightly ajar. Boxes can be stored inside large appliances and also stacked on top of stoves, refrigerators, and freezers. Make sure that stoves and cooking equipment are cleaned before they are stored.

FURNITURE: Place a pallet, rubber mat, or plastic sheet on the floor and stand sofas and mattresses on end. Disassemble beds and tables and wrap table legs in paper. Use dresser tops for stacking cartons and dresser drawers for linens or small delicate items. Keep upholstery off the floor. Most lightweight chairs can be stacked "seat to seat" and place a dust cover on your furniture.

MIRRORS, WINDOWS AND SCREENS; these items should be stored on edge, not flat.

FILL CONTAINERS to capacity, partially full or bulging cartons may tip or collapse. Heavy items like books or tools should be packed in small boxes so they are easy to lift. Protect your fragile goods with packing (e.g. bubble wrap or wrapping paper) and place them neatly on top.

LABEL BOXES and take home a list of the labeled boxes for easy reference. Rubbermaid containers are great to store your items in, they are air tight and you can see what you have in them. Keep your more valuable items in the back so others don't see them. To prevent rusting, rub a small amount of machine oil on metal tools, bicycles and equipment. Drain and clean all debris from equipment before you storing.

PACK the storage space carefully. Leave air space around the perimeter to aid ventilation. Place a pallet on concrete floors, leave a walkway to the rear of your space for easy access. Use all the space available, including height. Place frequently used goods near the door, keep seasonal clothes accessible. You may place moth balls down around the perimeter of your unit to help protect against rodents.

PURCHASE INSURANCE, if your belongings are worth storing, they are worth insuring.

If you see a potential problem in the area or anything suspicious alert the manager.

We hope you'll find the above information helpful.

DON'T:

- Do not use plastic to cover your belongings, it retains moisture.
- Do not store any food items. It will bring unwanted guests.
- Do not pack your boxes so that they are too heavy to carry them. Especially when you are packing books.
- Do not assume that your homeowners or renters insurance will cover your belongings while in storage, contact them.
- Do not give out your code for the keypad except those listed on your contract. Do not use printed newspaper. The ink may smudge and get on your items.