

**GULF SOUTH SELF STORAGE**  
**P.O. BOX 554**  
**PORT ST JOE, FL 32457**  
**850-229-6200**

Customer Sign up Form

**1. Customer**

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Company Name (if business) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email \_\_\_\_\_ Bill by Mail \_\_\_\_\_ Email \_\_\_\_\_ Both \_\_\_\_\_

Driver's License # \_\_\_\_\_ Driver's License State \_\_\_\_\_

**2. Alternate Contact**

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email \_\_\_\_\_

**3. Employer Information**

Employer Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## RENTAL AGREEMENT

This agreement dated \_\_\_\_\_, \_\_\_\_\_ between \_\_\_\_\_ (hereinafter referred to as "TENANT") and GULF SOUTH SELF STORAGE (hereinafter referred to as "MANAGEMENT").

**MANAGEMENT** does hereby rent to TENANT storage unit number \_\_\_\_\_ (\_\_\_\_\_ x \_\_\_\_\_) in a building located at 746 4TH STREET, PORT ST JOE, FL 32456 to be used as storage for personal or business property for the monthly rate of \_\_\_\_\_ payable on the first (1<sup>st</sup>) day of each month hereinafter. Rental payment is payable in advance.

**MANAGEMENT** acknowledges receipt of \_\_\_\_\_ as per your receipt, including the first (1<sup>st</sup>) month's rent (which has been prorated to the first (1<sup>st</sup>) day of next month where applicable). All payments made to MANAGEMENT pursuant to the agreement shall be applied first to administrative and late charges, then the balance to accrued and unpaid rent, this agreement shall expire on the last day of each month and automatically renew for one (1) additional month, SUBJECT TO THE CONDITIONS ON THE NEXT PAGE. Rental payments made after day 10th of the month are subject to a \$10.00 Late Charge. Mailed payments must be postmarked by day 10th of the month to avoid Late Charge. A returned Check is subject to a charge of \$25.00.

**TENANT** shall give MANAGEMENT ten (10) days written notice to vacate in order to avoid responsibility for the payment of the next month's rent.

**TENANT** is an active member of the United States Armed Forces: Yes \_\_\_\_\_ No \_\_\_\_\_

**TENANT** acknowledges that MANAGEMENT does not carry any insurance which in any way covers any loss whatsoever that TENANT may have or claim by renting the Storage Unit. All property stored in the Storage Unit shall be at TENANT'S sole risk.

**TENANT ACKNOWLEDGES THAT HE HAS READ THE CONDITIONS ON THE NEXT PAGE AND AGREES TO BE BOUND BY THEM.**

Executed on \_\_\_\_\_, \_\_\_\_\_

**Tenant Name:** \_\_\_\_\_

**By (Management Agent):** \_\_\_\_\_

\_\_\_\_\_  
(Tenant Signature)

\_\_\_\_\_  
(Management Signature)

\_\_\_\_\_  
(Tenant Company Name)

**Lease Number:** \_\_\_\_\_

\_\_\_\_\_  
(Tenant Street Address)

**Please Remit To:**  
GULF SOUTH SELF STORAGE  
P.O. BOX 554  
PORT ST JOE, FL 32457

\_\_\_\_\_  
(Tenant City, State, Zip)

\_\_\_\_\_  
(Tenant Home Phone)

\_\_\_\_\_  
(Tenant Work Phone)

\_\_\_\_\_  
(Tenant Drivers License No.)

\_\_\_\_\_  
(State)

**Please send completed form to [info@stjoestorage.com](mailto:info@stjoestorage.com) or drop off at 303 Long Ave**

## Conditions

1. Tenant further covenants with Management that at the expiration of the term of this Lease, peaceable possession of the premises shall be given to the Management, in as good condition as they are when Tenant first took possession of the Unit, normal wear and loss by fire excepted; and the Tenant agrees not to let, sublet, or assign the whole or any part of the premises without written consent of the Management. Tenant agrees not to affix shelving or other articles to the walls, ceiling or doors. Tenant must provide own lock and keep unit locked at all times, using only one lock per unit door hasp.
2. Tenant shall not place or keep in or on the premises explosives, flammable liquids, contraband or other dangerous items or items otherwise prohibited by the law and agrees to abide by any rules promulgated by Management governing the use of the premises. Tenant shall not permit damage to the premises and shall indemnify, defend, and hold Management harmless from any and all claim, damage, or cause of action arising out of or relating to Tenant's use of the premises. Tenant assumes responsibility for any and all loss or damage to property stored by Tenant in the premises and Tenant has the option to provide insurance coverage for the same. **MANAGEMENT DOES NOT MAINTAIN INSURANCE FOR THE BENEFIT OF TENANT, WHICH IN ANY WAY COVERS ANY LOSS OR DAMAGE WHATSOEVER THAT TENANT MAY HAVE OR CLAIM BY RENTING OR USING THE STORAGE SPACE OR THE PREMISES AND TENANT EXPRESSLY RELEASES MANAGEMENT FROM ANY LOSSES AND/OR DAMAGES TO SAID PROPERTY CAUSED BY FIRE, THEFT, WATER, RAINSTORMS, TORNADO, EXPLOSION, RIOT, RODENTS, CIVIL DISTURBANCES, INSECTS, SONIC BOOM, LAND VEHICLES, UNLAWFUL ENTRY, OR ANY OTHER CAUSE WHATSOEVER, NOR SHALL MANAGEMENT BE LIABLE TO TENANT AND/OR TENANT'S GUEST OR INVITES OR AGENTS WHILE ON OR ABOUT MANAGEMENT PREMISES.**
3. All leases expire on the last day of each month. Management may terminate said lease at its option if, in the opinion of Management, Tenant is not in full compliance with the terms of this Lease. **TENANT'S FAILURE TO VACATE THE PREMISES OR REMOVE THEIR LOCK ON THE LAST DAY OF THE MONTH AUTOMATICALLY RENEWS THE LEASE FOR ONE (1) MONTH.**
4. Management has a lien against all personal property stored in the Tenant's unit to secure payment of all rent, expenses, charges, costs, interest, damages, and attorneys' fees owed to Management.
5. Tenant agrees to give Management ten (10) days written notice of his/her intention to vacate the storage unit. **THERE ARE NO PRORATED RENT REFUNDS IN THE EVENT THE UNIT IS VACATED BEFORE THE LAST DAY OF THE MONTH.** If the unit is vacated on or after the first of the month, a full month's rent is due.
6. Rental payments are due on the first (1st) day of each month without demand. In the event that the first (1st) day of the month falls on a weekend or a holiday, the rent payment is due on the following business day. Payments made after day 10 of the month are subject to a \$10.00 Late Charge. Mailed payments must be postmarked by day 10 of the month to avoid the Late Charge. If rental payments are not paid in full within five (5) days of the due date (including any Late Charge(s), and/or Returned Check Charge(s), or Miscellaneous Charge(s)), Management may, at its sole discretion, declare the Tenant in default. Tenant is not entitled to receive notice of default.
7. The Management may, in its sole discretion, take possession of the goods in the Storage Unit on or after day 15 of the month if full payment of rent and all associated charges is not received by that date. **Taking possession of the Tenant's property shall consist of over-locking the Tenant's Storage Unit door to prevent Tenant's access to the Storage Unit until all rental, late fees and miscellaneous charges are paid in full.**
8. The personal property in Tenant's Storage Unit may be sold (or otherwise disposed of) to satisfy the lien if Tenant is in default. Management shall have a lien on all personal property stored within each Storage Unit for rent, labor, expenses, costs and attorneys' fees reasonably incurred in the collection and sale, pursuant the terms of this lease agreement and Chapter 83, Florida Statutes. All moving, storage and/or sales costs associated with sale of goods shall be borne by Tenant. After a lien against the personal property in the unit arises, **ONLY A PAYMENT IN THE FULL AMOUNT OF THE LIEN (PLUS ALL COSTS, INTEREST, CHARGES, FEES, AND EXPENSES) WILL BE ACCEPTED TO SATISFY LIEN, PARTIAL PAYMENTS WILL NOT STOP ANY AUCTION PROCEDURES OR LEGAL ACTIONS.**
9. In the event that the Tenant is in Default, the Management may, in its sole discretion, **REMOVE THE TENANT'S LOCK AT TENANT'S EXPENSE TO APPRAISE STORED GOODS FOR SALE. The administrative charge for lock cutting is 10.00.** Management may at that time move property to another location to be stored and Tenant agrees to be solely liable for any and all damage, loss or expenses incurred or resulting from such action(s). **If the rental account (including all fees, expenses, charges, costs and attorneys' fees) is brought current, the Management shall remove its lock. IT IS THE TENANT'S RESPONSIBILITY TO REPLACE HIS/HER LOCK AT THE TIME OF PAYMENT TO INSURE THE SECURITY OF HIS/HER STORAGE UNIT AND TO SECURE STORAGE UNIT BY A LOCK (only one lock per unit door hasp). AT ALL TIMES, MANAGEMENT WILL NOT SUPERVISE USE OF UNIT IN ANYWAY. THE SAFETY OF ITEMS STORED BY THE TENANT IS THE SOLE RESPONSIBILITY OF THE TENANT.**
10. In the event Management retains the services of an attorney to enforce or pursue any of their rights arising out of or related to this Lease (including, but not limited to, drafting demand letters, filing a lawsuit, pursuing collection(s), any appeal(s), and any post judgment collection action(s)), the Tenant shall be responsible for paying the Management's attorneys' fees and costs incurred, in addition to all other sums due hereunder.
11. Management shall have the right in the event of an emergency to enter the storage unit with whatever reasonable force it deems necessary. Management, in its sole discretion, deny access to premises in case of inclement weather or emergencies.
12. A returned check is subject to a charge of \$25.00, which shall be considered part of the rental. A returned check shall constitute a default under this Lease, which will give rise to Management's rights under this lease, including, but not limited to the right to overlock and/or remove Tenant's lock from the Unit. Only when Tenant has fully paid Management for all charges, expenses, costs, interest, rent, and attorneys' fees, will the Tenant be granted access back to the Unit and the overlock removed. Payment must be made by money order, certified check or cash.
13. The Monthly Rental rate, deposit amount, late charge, cut-lock charge, and returned check charge are each subject to increase in the Management's discretion. Tenant shall be given thirty (30) days written notice of such increases and this Lease shall be deemed to be so altered if the Tenant continues his occupancy beyond the effective date of the increase. Notice shall be deemed given when Management deposits first-class mail, postage prepaid to Tenant at address given on this Lease or official change of address. **Tenant shall inform Management of any change in his/her mailing address in writing within twenty (20) days of such change. A new Lease does not have to be executed for any new rental rate increases.**
14. All tenants in default or tenants having prior returned checks, must pay by money order, certified check or cash. All other Tenants must pay by check/money order.
15. Any right granted herein to Management may be exercised by Management's Rental Agents or other representatives or agent designated by Management.
16. The covenants herein contained shall extend to and be binding upon the parties hereto, their heirs, executors, administrators and assigns.

Tenant's Initials \_\_\_\_\_

**GULF SOUTH SELF STORAGE**  
**P.O. BOX 554**  
**PORT ST JOE, FL 32457**  
**850-229-6200**

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Unit # \_\_\_\_\_

**Welcome! The following information is for your reference. It contains some important suggestions and pertinent information about the policies of this self storage facility.**

1. **Your fee is \_\_\_\_\_ and is due on the first (1<sup>st</sup>) of each month.**
2. Please mail your payment or bring it into the office. A payment drop box is located on the right side of St Joe Gas Company for your convenience.
3. **We accept cash, check or money order for monthly payments.**
4. **If we have not received your payment by day 10 of the month you will be charged a late fee and your unit will be overllocked until payment is made.**
5. If your payment is not received by the 15<sup>th</sup> of the month, we will process your unit for public auction.
6. **A partial payment will not stop fees or official procedures.** Any agreement between tenant and management to extend payment dates or defer sale of goods must be in writing and signed by both management and tenant to be binding.
7. **A \$25.00 fee is automatically charged for all returned checks as well as a \$10.00 late fee.** All future payments must be made by money order or cash.
8. We do not assume liability for the goods you store. Adding stored goods to an existing policy is generally quite inexpensive; we recommend contacting your insurance agency.
9. Do not use the rental unit for anything **but DEAD STORAGE**. Do not store any flammable, explosive or illicit materials. The unit is to be used for storage only.
10. The storage unit must be vacated on or before the last day of the month for which rent has been paid and all terms and conditions of this agreement are met by the tenant.
11. The storage unit must broom clean, emptied, in good condition - subject only to wear and tear - and ready to re-rent.
12. **Tenant's lock must be removed upon termination of occupancy. Failure to remove lock will result in your being charged the next month's rental and late fees.**
13. Office hours are from 8:30(A.M.) to 5:00(P.M.), Monday through Friday. **Management is on the property after hours for security reasons only.**
14. **We do not prorate when you vacate a unit.** If your unit is not vacant on the first (1<sup>st</sup>) day of the month, a full month's rent is due. There are no exceptions!
15. **Only one lock is allowed per door latch.** If more than one lock is found, you may be subject to a \$10.00 administration fee for the removal of that lock.
16. **Please keep us updated of any address changes and/or phone number changes.** Until we are notified in writing with your signature, the only valid address and telephone number present is on the lease.
17. Please leave aisles clear and do not block another tenant's door.
18. We will strictly enforce all policies and conditions in our contract. We do not make exceptions!
19. **Thank you! We appreciate your business and look forward to your having a pleasant stay with us. If we can be of further help, please let us know.**

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

**Please send completed form to [info@stjoestorage.com](mailto:info@stjoestorage.com) or drop off at 303 Long Ave**