

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: 10 USC 3013; 26 USC 6041; AR 215-1, Morale, Welfare, and Recreation Activities and Non-appropriated Fund Instrumentalities; DoD Directive 1015.2, Military Morale, Welfare, and Recreation; DoD Instruction 1015.10, Program for Military Morale, Welfare, and Recreation; E.O. 9397 (SSN).

PRINCIPLE PURPOSE: The information provided is solely for identification and determining eligibility of the customer applying for storage space, fee collection, and administrating the storage lot.

ROUTINE USE: This form is to identify authorized users to the Outdoor Recreation Program and Law Enforcement Personnel. This information will not be given out to any other person or organization.

VOLUNTARY DISCLOSURE: Information is voluntary; however, if you desire to use the ODR RV Storage Lot, it is mandatory.

Customer Name (Last, First, MI): _____ SSN (Last Four): _____

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

Service Branch: _____ Unit/Organization: _____ Work Phone: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Name of Credit Card Holder _____

Credit Card Number _____ Credit Card Expiration Date _____ / _____ / _____

(STAFF USE ONLY)

MWR Lot Assigned Space #: _____ **Lot Size:** [] 20ft x 12ft [] 40ft x 12ft

Eligibility Status (Check all that apply)

- [] Active Duty [] Retiree [] Reservist (Reserve or National Guard) [] DOD Civilian
[] Live on Post [] Live off Post

Vehicle Description

- [] Boat [] 5th Wheel Trailer [] RV Motor Home [] Travel Trailer [] Pop-Up Camper
[] Personal Watercraft [] Utility Trailer [] Enclosed Cargo Trailer [] Other _____

Length of Vehicle (in feet): _____. The length of the vehicle is measured from extreme tip-to-tip. For example: boats on trailers will be measured from the tip of the trailer hitch tongue to the extreme tip of the boat's motor.

Vehicle Manufacturer: _____ Model: _____ Year: _____ License No: _____

This Rental Agreement is entered into on _____, is by and between the Lessee (customer) and the Morale, Welfare and Recreation, Outdoor Recreation (hereinafter referred to as MWR-ODR).

1. _____ CHECK-IN PROCEDURES: A minimum of one month payment is due at time of check-in regardless of check-in or check-out date during the month and is non refundable regardless of length of stay.

1. _____ PAYMENTS: Lessee agrees to make payment on the 1st of each month but NLT the 10th of each month. Payment can made be made by Cash, VISA, MasterCard, American Express, or Discover. Payment will automatically be drawn through credit card on file if other form of payment has not been made by the 10th of each month.

2. _____ LATE PAYMENT: Payments received after the 10th of the month will be assessed a \$10 monthly late payment fee. If fees are unpaid for 30 days a certified letter will be sent. If payment is not made by the date on the certified letter the items will be considered abandoned and be removed from the storage lot at the owners expense and collection procedures initiated.

3. _____AUTHORIZED VEHICLES AND REGISTRATION: Only the vehicle(s) listed on this agreement is/are authorized to be stored in the lot and must meet the following requirements:

- Must be owned and registered under the name of the eligible patron that is named on this storage lot agreement.
- Vehicles must be immediately transportable, towed, or driven on wheels. Boats must be on trailers that fit the above transport criteria
- Properly insured for damages, destruction, vandalism, and loss due to theft if required by state law. Failure to maintain personal insurance to cover these risks constitutes a ‘Self-Insurer.’ (The military will not process any claims for incidents on vehicles in storage lots. If such incidents occur, lessee is to contact FT Knox.)
- Customer must provide a copy of their registration to MWR staff as a part of this rental agreement. Failure to provide registration will result in denial from using Atterbury’s storage lot.

4. _____PROHIBITED VEHICLES AND ACTIVITIES: Violation of the followings could result in a \$50 fine and or removal from the storage lot.

- No automobiles (trucks, cars, motorcycles, ATV, etc.) unless stored on a trailer.
- No major repairs or maintenance on any vehicle.
- No dumping or storing of trash or debris anywhere on federal property including the storage lot.
- No dumping any fluid whatsoever from vehicle in the storage lot.
- No disposing of batteries, vehicle parts, or hazardous materials on facility grounds.
- No Staying in vehicle overnight.
- No loose items will be stored on the ground within the assigned space. These items must stored on or in the registered vehicle, camper, or trailer.
- No commercial or industrial vehicles will be stored.

6. _____SALE/TRANSFERRED OF VEHICLE: If property is transferred or sold to another person, MWR-ODR must be notified immediately and the customer(s) are/is responsible to update MWR-ODR’s storage agreement. If the property is sold to an ineligible patron, the property must be removed immediately upon transfer. Original eligible customer will continue to be charged until the ineligible patron’s property is removed.

7. _____ACCESS: The storage lot is available 24/7.

8. _____RENTAL AGREEMENTS must be signed and turned in to BLDG 402 prior to renter occupying the lot. MWR-ODR Storage Lot Rental agreements can be obtained and turned in between the hours of 0730 and 1600 Monday through Saturday. The office will be closed on Federal Holidays.

9. _____IDENTIFICATION TAG: All vehicles stored in the lot must have the MWR-ODR identification tag display on the front of the vehicle, camper, motor home, ATV, etc.

10. _____DEPLOYMENT/TDY: Customers deployed or TDY for more than 60 days must notify the MWR-ODR office of an alternate point of contact prior to deployment or TDY.

11. _____CHANGE OF CONTACT INFORMATION: It is the customers responsibility to contact the MWR-ODR office if their contact information changes.

12. _____STORAGE SPACE: Property in all spaces must stay within the space’s boundary lines in all directions. If property is outside these boundary lines, you will be charged an additional monthly fee of \$20 until your property is properly stored.

13. _____NON-ASSIGNED SPACES: No customer shall leave unattended any vehicle in any space that is not assigned to them. If any property is found outside its authorized space, the customer must pay an additional monthly fee (based on the size of said vehicle) beginning with the first day of the current month.

14. _____CHECK-OUT PROCEDURES: Customer will notify the MWR-ODR office or Lodging front desk in writing when storage space is no longer needed. Failure to notify the MWR-ODR office or Lodging front desk will result in fees being charged until notification has been received.

15. _____MANDATED MOVE: Customer agrees to remove their vehicle, motor home, ATV, trailer, etc within 30 days of being notified by the Lodging/MWR-ODR office in the event of storage lot maintenance, evacuation, or other extenuating circumstances. Failure to remove property within the 30 days will result in the customer being held liable for all expenses associated including transportation, storage, repairs, etc. The customer also understands that MWR-ODR, U.S. Army, Atterbury, nor the moving company will not be held liable for any damages associated with the move. It is advised that the customer leaves a spare key to the trailer hitch lock.

16. _____LIENS: Owner agrees that MWR-ODR shall have a lien upon the item stored in the storage facility for the value of any rent or charges incurred as a result of this agreement, and for expenses necessary for the preservation, sales, or disposition of the item to satisfy the lien. When any part or the rent or any other charges due herein remain unpaid for 30 days, MWR may terminate this Agreement by sending a "Notice of Termination and Lien" to lessee's last known address. If lessee fails to pay all of such rent or other charges due within the time stated in the Notice of termination and Lien, MWR may sell the Lessee's property in order to satisfy the amount of the lien.

I certify and acknowledge that I have read, understand, and will comply with the above stated Camp Atterbury MWR Outdoor Recreation Storage Lot Rental Agreement and storage policies.

Customer Signature _____ Date ____ / ____ / ____

RELEASE AND HOLD HARMLESS AGREEMENT

1. _____This release serves as an inducement to the MWR-ODR to allow the undersigned to use the storage lot. The undersigned also agrees to indemnify and hold harmless MWR-ODR and the United States of America from all costs, claims, and liabilities of any kind stemming from this lease contract.

2. _____This contract contains the sole agreement between the parties hereto. The undersigned attests to the fact that they have read this agreement, the SOP, and completed the data sheet and by electing to use this facility agree to comply with all provisions. It is understood by the undersigned that use of this facility is at the discretion of the Installation Commander and the Installation Commander exercises that discretion and uses their judgment as to the best interests of the installation in fulfilling its mission at all times, and that this agreement is subjected to said judgment. I have read and understand the above statement.

By signing the below, the customer agrees to the terms in paragraphs one and two above. Items will not be accepted for storage unless Customer agrees to the RELEASE AND HOLD HARMLESS AGREEMENT."

Customer Signature _____ Date ____ / ____ / ____

Employee Signature _____ Date ____ / ____ / ____