

### Fees & Charges:

Your unit fee, HST, and key deposit (applicable to all individual units on first payment only—**refunded upon return of keys and lock**); or warehouse fee plus HST will be due upon booking and will be invoiced on a 4-week billing cycle.

Credit Card payments can be set up automatically through our online booking portal or can be made by Interac E-transfer to [sales@timberlinestorage.ca](mailto:sales@timberlinestorage.ca). Payments can also be arranged over the phone by credit card, in person using debit or credit card, or by cash (exact change) dropped into our secure lock box located at 1366 Route 105, Douglas, NB beside unit # 55.

A 2% late payment charge will apply to all invoices not paid by their due date. Timberline Storage (TLS) will take possession of items more than 30 days in arrears and they will go to [www.bid13.com](http://www.bid13.com) for auction.

Floor fan rental, heat surcharge, and unit rental subject to change. A cleaning fee, at the discretion of the manager, will apply for any trash items left behind.

### What can be stored:

All items stored at TLS must be owned by the renter or the renter must have the legal right to possess them. Items cannot be illegal or hazardous. No food items (perishable and non-perishable), or live animals permitted.

### How the unit can be used:

The unit cannot be used as a dwelling place or a place of business. The unit cannot be used for illegal or criminal activities. The unit cannot be used to store items that violate any laws or local regulations. Any padlocks not approved by TLS will be cut off at the expense of the renter. Only TLS approved locks are permitted.

### Renter Responsibilities:

Renters must be respectful of staff, other customers and those surrounding the property. The renter must remove all property, including trash items, when they vacate the unit. No electrical appliances or devices can be plugged in and left running when the renter is away from the unit (see **exception** below). The renter is responsible for any damages caused by their actions. Renters are responsible for insuring their own goods and for securing their individual unit. Renters should be aware the premises are under surveillance.

Storage units are not climate controlled. Renters are responsible for periodically checking on the air quality in their storage unit, especially during times of humid weather. Renters should be aware that items packed away when damp or when a unit is overfull and packed too tightly there will be a higher risk of trapped humidity within your unit.

**Exception:** If required, a floor fan is available for rental. Only Timberline Storage issued fans are permitted. Please contact us directly at [sales@timberlinestorage.ca](mailto:sales@timberlinestorage.ca) to enquire.