



FISHERMAN'S QUAY, LLC

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Storage Unit Application and Move-in Worksheet

Name: _____ Social Security # _____
 Address: _____ Company/Boat Name: _____
 City: _____ State: _____ Zip: _____
 Phone: (w) _____ (h) _____ (email) _____

Unit # _____ Rate Per Month _____

Invoice Period Option: Quarterly Semi Annual Annual (5% discount)

Charge my Credit Card: Quarterly Semi Annual Annual One Time Only

Please read and initial below

____ I have received an FQ "Storage and Moorage Lease Policy Handbook" and agree to all terms contained within that document. I understand that modifications to the policy handbook are made from time to time and that my continued leasing with the FQ following a handbook revision shall be construed as acceptance of any policy modifications contained therein. Updates to the FQ policy handbook are available at the FQ office.

____ I also understand that FQ bills quarterly and if I rent in the middle of a quarter, my rent will be prorated for the remainder of the quarter and I will be billed the remainder of that quarter as well as the next quarter.

Applicant Signature: _____ **Date:** _____

FQ Office Use:

Site Manager Notes to Accounting: _____

Approved Not approved by _____

Unit # _____ Rent/Month _____ Invoice Period _____ Move-In Date _____

Move-in Fees:

Pro-Rated Rent		x		=		+		=	
	(period)		(rent)				(5% sales Tax)		
Short-Term (less than 12 months premium @ \$75)								=	
Key Deposit (\$20/key) Key ID # _____								=	
Electric Use for Frig/Freezer Units		()	\$15/mo					=	
Freezer Unit Safety Inspected by:								=	
Total Move-In fees:		Check #		Cash	CC			=	

Accounting Checklist:

- Prorated invoice to match move-in worksheet Post payment when deposit record indicates
- Generate memorized invoice—add to invoice group period
- Fill in all customer job information Change Item from vacant to customer name.