



FISHERMAN'S QUAY, LLC

Fisherman's Quay Office
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Administrative Offices
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Storage Unit Application and Move-in Worksheet

Name: _____ Social Security # _____
Address: _____ Company/Boat Name: _____
City: _____ State: _____ Zip: _____
Phone: (h) _____ (m) _____ (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 within that document. I understand that modifications to the handbook are made periodically and that my continued leasing with the FQ following a revision shall be construed as acceptance of any such modifications. Updates are available at the FQ office.

_____ I also understand that a yearly CPI (consumer price index) adjustment will be made to my rent amount each June 15th billing.

_____ I am renting a first floor locker and agree to a minimum one year commitment.

Applicant Signature: _____ **Date:** _____

FQ Office Use:

Site Manager Notes to Accounting: _____

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

Move-in Fees:

A	B	C	D	E	F	G	H	I
Move-In Date	Monthly Rent	Daily Rate	# of Days Used 1st Month	Prorated Rent (Cx D)	Remaining Months in Billing Period	Total Rent (FxB) + E	Discount	Total G-H
							Short Term Stay Fee	
							Sales Tax (Max \$75)	
Amount Paid _____ Tax exempt _____								
Circle One > Cash Check Credit Card						Total Due		

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