

# THINGS TO KNOW BEFORE YOU STORE.

## LOCK IT RIGHT

To keep your unit as safe as possible, please secure your padlock to your unit door. Insurance is void if not used. Padlocks are available to buy in reception.



## IN CASE OF FIRE

If there's ever an emergency, follow the signs and head straight to the designated assembly point. This is located in the centre of the main public car park.



## FOOTWEAR MATTERS

Please wear appropriate footwear on site – flip-flops, open-toed shoes, and heels aren't recommended.

## LEAVING? JUST GIVE US A HEADS-UP

Planning to leave? Just give us 7 days' notice – that's all we require.

## KEEP AN EYE ON THE SIGNS

Warning and advisory signs are there for your safety and the safety of others. Please follow them whenever you're on site.



## PLEASE DON'T DUMP IT

Leaving rubbish in or outside your unit may result in a charge – help us keep things clean for everyone.



## OFFICE HOURS

Need to pop in or speak to someone? Our usual opening times are:  
**Mon-Fri:** 8.30am-5.30pm   **Sat:** 9am-4pm   **Sun:** 10am-4pm  
**Closed on Bank Holidays**



## LATE PAYMENTS

Payments are due on the 1st of each month. If rent falls behind, goods may be removed in line with our T&Cs – but if you're ever struggling, please talk to us. We're here to help.

## FINISHED USING YOUR STORAGE UNIT? LET US KNOW

Finished with your unit? Let the Depot Manager know so we can stay on top of things.

**Not sure about something? Pop in or call your Depot Manager – we're here to help.**