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Cooperative Extension
Niagara County

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Dear Storage Customer:

Attached please find Cornell Cooperative Extension, Niagara County Rental Agreement License for Vehicle Storage ("Agreement"). Make sure you thoroughly read the Agreement in its entirety, especially making note of storage removal dates. The Agreement also includes the 2016/2017 rental rates. Again, this year, we are offering a *discount* for storing more than one vehicle. Your choice of indoor storage space includes the Merchants Building, Livestock Building, Coliseum and Horse Arena. Covered outdoor storage space will be in the Livestock Educational Building. Note: there will still be a minimum charge for each storage area, plus tax.

Make sure you include the trailer, motor or any other attached equipment in your measurement. **The measurement indicated on your Agreement will be verified and you will be charged accordingly. Also height clearance is very important.** Please take note of the height clearance indicated in the Agreement for the space you have chosen.

It is important that you fill in **ALL** information in the Agreement (a new Agreement must be submitted each year). We have several vehicles (especially cars, boats, campers and trailers) that are similar and we may need a visible identifier**.**

***Any exception to the Removal Date (see page 3), MUST be requested when the contract is submitted and pre-approved by CCE's Executive Director.***

***There will be an additional charge, if approved.*** This option is limited and your request may not be granted. If the vehicle is a **"DO NOT MOVE"** (i.e., no battery, no keys, or you request not to move, etc.) it must be listed on the contract and you will be charged an additional fee of **$15.00**. You must also be here by **9:00am** on the Removal Date to remove your vehicle. This will also determine where the vehicle will be stored.

Below is a checklist of what you will need to submit for approval of your vehicle. **Note: storage is on a first come first served basis.**

_____ **Completed** "Rental Agreement License for Vehicle Storage"
_____ An original Certificate of Insurance showing proof of comprehensive perils coverage on the vehicle to be stored showing CCE of Niagara County as the Certificate Holder for all of the dates in which your vehicle is in storage.
_____ **Non-refundable deposit of $50.00, before October 1 and full payment required after October 1.**
_____ Copy of the title and/or registration to the vehicle being stored (if you are not able to locate the title, the registration MUST be provided in the renter's name).

You must leave a set of keys at the office in case of an emergency. It may be necessary to move your vehicle without you being present. If you do not leave a set of keys, you must be available to move your vehicle if requested. Please label the keys with your name and make of vehicle. If you have any questions, please call Darlene Farnham at 433-8839, ext. 224. Thank you for your cooperation.


Cornell Cooperative Extension in Niagara County is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities. Please contact our office if you have any special needs.

# Rental Agreement License for Vehicle Storage

**Please fill out contract completely - All questions must be answered to assure proper identification of your vehicle. Show this form to your insurance agent to comply with insurance requirements.**

Name _____ Phone # _____
Renter/Owner

Address _____
Street City State Zip

Email Address: _____

Type of Vehicle _____ Length _____ Height _____
Car-Truck-Boat-Camper-Jet Ski Including Trailer Clearance

Make/Model _____Boat I.D.#_____ Color _____

NYS/Plate# _____Serial/VIN# _____

Any additional ***visible*** identifier or description: _____

This Rental Agreement for Vehicle Storage ("Agreement") is by and between Cornell Cooperative Extension of Niagara County ("CCE") and _____ ("Renter"). By signing this agreement, the Renter agrees to the following:

1. **ENTRY AND REMOVAL DATES:**

| Building/Area | Entry Date | Removal Date |
|---|---|---|
| Merchants Building | October 1, 2016 | Friday, April 7, 2017 |
| Livestock Educ./Livestock Bldg | October 1, 2016 | Friday, April 14, 2017 |
| Coliseum Building | October 1, 2016 | Friday, April 21, 2017 |
| Horse Arena | October 12, 2016 | Friday, April 28, 2017 |

- **A non-refundable deposit of $50.00 is needed to reserve a storage space before Oct. 1st and full payment must be made after October 1st.**
- A copy of the title and/or registration to the vehicle being stored must be provided (if you are not able to locate the title, the registration MUST be provided in the renter's name).

2. **"DO NOT MOVE" DESIGNATION**

If a Renter stores a vehicle as a "DO NOT MOVE", an additional fee of $15.00 will be charged. "DO NOT MOVE" means circumstances and/or requests from the Renter that results in the inability to move the stored vehicle(s), including but not limited to:

- Vehicles keys are not left
- Vehicle battery is taken
- Boat motor is put down
- Hitch battery is removed
- Vehicle is a 5th Wheeler

* Truck Camper
* Renter requested that vehicle not to be touched

## 3. CHECK-IN DATES

- Vehicles cannot be brought in *earlier* than the date indicated above (see Section "1") unless prior arrangements have been made and approved by the CCE Executive Director.
- ***All vehicles must be brought in for storage no later than November 23rd, 2016***
- Vehicles may be brought in for storage from:

  **Monday – Friday**: 8:00am - 12:00pm or 1:00pm – 3:00pm.
  **Saturdays**: by appointment ONLY between 9:00am – 12:00pm.

- ***Any other days/times must be made by prior arrangement (at least 1 week before entry date) and the balance owed must be paid in advance.***
- Renter must inspect vehicle with maintenance personnel upon placement in the rental space. All propane tanks must be empty or removed from vehicle(s)**.**

## 4. STORAGE DETAILS

- If Renter needs to access his/her vehicle during the storage season, prior arrangements must be made.
- **Renter must leave a set of keys to his/her vehicle at the Administration Office** so the vehicle can be removed from the building without *delaying other vehicle removals.* **This is a requirement.** Please label your keys. Failure to comply, will result in the vehicle being designated as a "DO NOT MOVE" and an additional $15 fee will be imposed. CCE may also choose to reject your application. If a set of keys is not received, renter must be available when called upon to immediately move the vehicle if needed.
- **Prior arrangements must be made if Renter would like to remove the vehicle battery and vehicle will be designated as a "DO NOT MOVE" and an additional $15.00 will be imposed.**

## 5. REMOVAL OF VEHICLES

- Vehicles will be removed on the Removal Date listed above (see Section "1"). If your vehicle is a "DO NOT MOVE", you must be here by **9:00am** to move your vehicle on your scheduled removal date.
- IMPORTANT: NO vehicle will be taken out before the Removal Date unless a prior arrangement is made before the date the vehicle is stored and an additional fee is paid (to make a request, see paragraph #10 below). All vehicles will be removed on the dates indicated above and should be picked up that day by the Renter. Any vehicle not claimed by the removal dates above, will be parked outside the building until the end of the weekend immediately following the Removal Date.
- Any vehicles not claimed by 2:00 p.m. on Monday immediately following the Removal Date, will be secured in an outdoor fenced area and the Renter will be charged $10 per day per vehicle until the vehicle is claimed. The vehicle will not be released until this late fee is paid in full.
- If someone other than the owner is picking up a vehicle, the owner must sign a release form authorizing CCE to release the vehicle (see Acknowledgement of Release Form on page 6).

## 6. INSURANCE REQUIREMENTS

**Renter must provide a certificate of insurance for comprehensive perils physical damage coverage on the stored property. Certificate must be an original and show CCE of Niagara County as the Certificate Holder.** We will not accept your vehicle unless you have coverage. An approved Certificate of Insurance must be provided (no later than 10 days prior to your Entry Date) before any vehicle will be accepted for storage. **There will be no exceptions made.** Renter assumes all responsibility for loss or damage to vehicle. Cornell Cooperative Extension, Niagara County**, its officers, directors and employees** assume **NO** responsibility for **any loss of,** damage **to or destruction of the** vehicle while in storage or on the grounds **regardless of the cause**. Renter/owner releases and waives any right of recovery **from** or subrogation against Cornell Cooperative Extension of Niagara County, its officers,

directors and employees for any **loss of,** damage to or destruction of any of the property of the Renter/owner regardless of the cause of said loss or damage. **This waiver and release shall be in effect regardless of whether or not the renter/owner has insurance and shall be applicable to and binding on the insurance company or any loss payee or lien holder of the renter. If this provision is challenged by any third party the renter/owner shall defend CCE of Niagara, its officers, directors and employees against any such challenge and shall be responsible for any costs, damages or liability imposed on CCE of Niagara.**

**To the fullest extent permitted by law Defend, Indemnify and Hold Harmless** the Extension Association of Niagara County, it's officers, directors, employees, volunteers, and agents from any and all claims, demands, liability or other proceedings for any actual or alleged injury to persons, including death, or damage to property arising out of this **License and** out of the use of the premises by the Renter, it's employees, guests, invitees, agents or subcontractors.

## 7. BUILDINGS AND RENTAL FEES (please choose from the following locations):

A. **Indoor Rental Fee:**

- $14.00 per foot plus current Niagara County Sales Tax, with a minimum fee of $210.00 plus tax for an automobile, truck, boat, jet ski (length of boat & jet ski includes trailer) or RV/camper.

Building: ☐ Merchants Bldg. (Entrance Ht-10 ft.) (October 1, 2016 – April 7, 2017)
(NO Pontoon Boats)

Building: ☐ Livestock Building (Entrance Ht-11 ft.) (October 1, 2016 – April 14, 2017)

Building: ☐ Coliseum Building (Entrance Ht-13.5 ft.) (October 1, 2016 – April 21, 2017)

B. **Indoor Rental Fee:**

- $13.00 per foot plus current Niagara County Sales Tax, with a minimum fee of $195.00 plus tax for an automobile, truck, boat, jet ski (length of boat & jet ski includes trailer) or RV/camper.

Building: ☐ Horse Arena (Entrance Ht-12.5 ft.) (October 12, 2016 – April 28, 2016)

**C. Covered Outdoor Rental Fee:**

- $10.00 per foot plus current Niagara County Sales Tax, with a minimum fee of $150.00 plus tax for an automobile, truck, boat, jet ski (length of boat & jet ski includes trailer) or RV/camper.

Building: ☐ Livestock Ed. Facility (Entrance Ht.-13 ft.) (October 1, 2016 – April 14, 2017)

**D. Small Vehicle Rental Fee:**

- $10.00 per foot plus current Niagara County Sales Tax, with a minimum of 100.00 plus tax for small vehicles such as jet skis, motorcycles, ATVs, etc.

Building: ☐ Rabbit Barn (Entrance Ht.-10 ft.) (October 1, 2016 – April 14, 2017)

## 8. OTHER RENTAL FEES

**A. Exception to the Entry/Removal Date indicated above (See Section "1"). By choosing this option, Renter agrees to pay the additional fee indicated below, if approved:**

**YES____ NO____ If yes, indicate date(s) requested: _____**

**Pre-arranged early entry or extended removal date - $5.00/day.**

B. **Early Entry Date: _____ Extended Removal Date: _____**

**NOTE: If a request for early removal is made without prior arrangement, a fee will be assessed based upon the circumstances in CCE's sole discretion. Please see section "5". Removal of "Vehicles" above for additional fees associated with the failure to remove a vehicle without prior arrangements being made.**

C. **"DO NOT MOVE" Designation – if your vehicle cannot be moved by CCE for any reason (see section "3" above for a definition), it will be designated a "DO NOT MOVE" *whether or not you have chosen this designation.***

**YES____ NO____ If yes, indicate the reason _____**

**DO NOT MOVE Fee - $15.00**

## 9. FEE WORKSHEET

Calculate your Total Storage Fee below

**_____ X _____ + 8% tx = _____**
**Cost per foot Length in feet**

**DO NOT MOVE – ADD $15.00 = _____**

**EARLY REMOVAL – ADD $5 /DAY = _____**

**EXTENDED REMOVAL – ADD $5 /DAY = _____**

**_____**

**TOTAL STORAGE FEE = _____**

**By signing below, Renter affirms that s/he is the Owner of the vehicle listed herein and attaches a copy of his/her title and registration.** Renter must return this rental agreement, along with a **non-refundable deposit of $50 (before Oct. 1 and full payment after October 1** to: Darlene Farnham, Cornell Cooperative Extension, 4487 Lake Ave., Lockport, NY 14094. *Storage is based on a first come first served basis.* **Make checks payable to: CCE, Niagara County**. A $25 fee will be added for all returned checks. You may also pay on Paypal at cceniagaracounty.org or by credit card at the CCE office.

**Signed _____ Date _____**
**Renter/Owner**

**Signed _____ Date _____**
**Executive Director**

**FOR OFFICE USE ONLY**

Cost/Foot _____ + Length _____ Sub Total: _____+ Tax _____ = Total _____

Deposit Received: _____ Date: _____ Received by: _____
$ Amount

Balance Due: _____ Date: _____ Received by: _____
$ Amount

Key Received: ☐ Check Box  Battery Removed: ☐ Check Box  Battery Disconnected: ☐ Check Box

Vehicle is a **DO NOT MOVE**: ☐ $15 Additional Fee

**PRIOR APPROVAL BY EXECUTIVE DIRECTOR:**

Early Entry date: _____ Early Removal Date: _____ Extra Fee: $5.00/day

Extended Removal Date: _____ Extra Fee: $5.00/day

## Acknowledgement of Release Form

I give authorization to _____ _____
Name  Telephone #

to pick up my vehicle on _____ in my absence.
Date

Renter's Signature: _____

Authorized person's signature: _____