



825 South Hickory St.
Fond du Lac, WI 53945
(920) 238-3320
spencestorage.com

Thank you for renting at Spence Storage!

The following are a few tips to consider when moving into your new storage space:

- Rent is due the 1st of each month. A late fee of \$20 will apply if payment is not received by the 5th of the month.
- You must provide your own lock. Please choose a heavy duty lock and make sure you lubricate it every few months as the winter months tend to be hard on locks.
- Concrete floors tend to hold humidity and condensation when the seasons change. We recommend placing all belongings on a pallet - this ensures boxes and other valuables have air circulation underneath them.
- Please make sure you carry insurance on your personal property. Spence Storage is not responsible for stolen or damaged property. This includes but is not limited to damage due to moisture, vandalism or fire.

*****OUR INSURANCE POLICY WILL NOT COVER YOUR PROPERTY*****

Please make checks payable to: Spence Storage, LLC.

Mailing Address:

Spence Storage, LLC.

P.O. Box 180252

Delafield, WI 53018-0252

If you prefer to drop off your payment, please do so at our property next door:

Rundle-Spence Co. *(Counter Door)*

835 South Hickory St

Fond du Lac, WI 94935