

# Scott AFB Outdoor Recreation RV Storage Lot Agreement

OFFICE USE ONLY \* OFFICE USE ONLY \* OFFICE USE ONLY

Lot # \_\_\_ Site # \_\_\_\_\_ Monthly Fee: \$ \_\_\_\_\_ RecTrac HH#: \_\_\_\_\_ Orbital Profile ID: \_\_\_\_\_

Start Date: \_\_\_\_\_ RecTrac  Orbital  End Date: \_\_\_\_\_ RecTrac  Orbital  Other sites \_\_\_\_\_

## Customer Information:

Name (Last, First): \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zipcode: \_\_\_\_\_

Cell/Home Phone: \_\_\_\_\_

Work#: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Retired? (check 1): Yes

No

Rank if Active Duty: \_\_\_\_\_

Emergency Contact (name & phone): \_\_\_\_\_

Emergency contact is not authorized to modify RV Storage agreement on your behalf

## Vehicle Information:

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Vehicle Type (circle one):  
5th Wheel  
Tow Behind Camper  
Utility Trailer  
Enclosed Trailer  
Pop-up  
Car Hauler  
RV  
Boat on Trailer  
Other

Year: \_\_\_\_\_

Length: \_\_\_\_\_

Color: \_\_\_\_\_

License Plate #: \_\_\_\_\_

State of Registration: \_\_\_\_\_

VIN#: \_\_\_\_\_

Select the license type that applies: Yearly

Permanent

Stickerless

Plates must either be State issued permanent plates or have current dates/tags on them. Plates must be visible or easily accessible for verification.

Personal information for the individual is solicited on this form as required by the Privacy Act of 1974, we advise: Authority: 5 U.S.C. 301

Principal Purpose(s):

Provide information for identity purpose of the storage or recreational vehicles in accordance with Scott AFBI 1134-101.

Routine uses:

a. To assign parking spaces by number to military, DOD civilians and Retirees requiring parking for recreational type vehicles.

b. Also used as an aid to establish "value" of property should any claim arise.

**Signature required on back side**

# OUTDOOR RECREATION VEHICLE AGREEMENT

In order to store my recreational vehicle in the designated RV lot, I understand and agree to the following policies:

\_\_\_\_ Registration, insurance, rental agreement, eligibility, and approval must be given prior to customers storing RVs in the storage lot.

\_\_\_\_ I, as the registered owner of the item I am storing, must provide ODR with a new RV Storage Lot Rental Agreement, copy of the current registration and insurance annually or if any changes occur. RV Storage Lot Rental Agreement, registration and insurance of the item being stored in the storage area must be current. If I allow the registration to expire, I will have 30 days to provide the proper paperwork or fees will no longer be collected, and the RV will be removed from the storage area at the owner's expense pending investigation and attempt to reach me.

\_\_\_\_ I am prohibited from performing major maintenance work in the storage area. Minor maintenance, such as changing tires, replacing a jack, or maintenance that can be accomplished within one hour is allowed provided such maintenance does not create an unsightly appearance.

\_\_\_\_ I will inform ODR staff when RV is permanently removed from storage. If notice of termination is not accomplished, I will remain responsible for the monthly fees. If notice to vacate is provided and verified by ODR staff by the 15th of the month, I am entitled to a 50% refund. If the space is no longer needed, it is the customer's responsibility to contact the ODR office and vacate the space.

\_\_\_\_ I must make all possible measures to secure equipment and remove personal pilferable items to assist in preventing theft. I must park my registered item in the designated space and secure all windows, doors, and exterior attachments. The registered item will be stored solely at the risk of the owner.

\_\_\_\_ I will remove trash and equipment not associated with the use and operation of the RV before it is stored. Boxes and other miscellaneous items cannot be stored adjacent to the RV while in the storage slot. Any items on utility trailers must be covered with a tarp.

\_\_\_\_ Only one (1) item allowed per assigned space. I will park only in the RV's designated site identified on the Storage Lot Agreement within the site boundary lines. The item stored must match the item on record with ODR. All registered items must be properly chocked in assigned space.

\_\_\_\_ The United States Air Force or 375th Force Support Squadron (Outdoor Recreation) will not be liable for and are not responsible for any property loss, losses due to theft, or damage to personal property remaining in the storage area during or caused by wind, hail, freezing conditions or others acts of God. I will assume all risk to any damages and I must maintain proper insurance to cover these contingencies. I understand that, even with Security Police routinely patrolling the area, the Air Force does not have unconditional responsibility for damage to or loss of my property. I understand that in order to protect my property it is in my best interest to place operational locks on the vehicle. It is also in my best interest to obtain/maintain appropriate levels of personal property or vehicle insurance covering the loss or damage to my items left in the storage lot. I understand that I am liable for damage to other person's personal property that may result from storing or transporting the property I listed in the confines of the RV lot. This document is not a waiver or substitute for insurance.

\_\_\_\_ Registered item may not be inhabited while in RV Storage. Sleeping and other related activities are not allowed in the RV Lots.

\_\_\_\_ Vehicles or unregistered items cannot be parked in an assigned spot while item is out; only the item registered for the site will be stored.

\_\_\_\_ Motor vehicles and boats are prohibited from running engines inside the storage space except upon entry or departure.

# OUTDOOR RECREATION VEHICLE AGREEMENT

\_\_\_\_ Portable fuel containers and portable holding tank are prohibited in customer's space. Camper tops, canoes/boats without trailers, RV waste tanks, Humvees, dollies, furniture, and passenger vehicles are not accepted in the RV Storage Lots.

\_\_\_\_ Customers are not allowed to smoke in the RV Storage Lots.

\_\_\_\_ All registered items must be presentable and in good working condition as judged by the ODR staff. "Working" means able to be moved by its own mechanical means, motor, and or able to be towed on its own wheels and tires. Items failing to meet these conditions will be removed from the RV storage lot upon failure to comply with ensuring registered item is in working condition.

\_\_\_\_ Customers cannot allow others to use the storage space.

\_\_\_\_ I will not tamper with any property in the lot other than my own.

\_\_\_\_ The RV compound will be padlocked with access controlled through a combination lock. The combo may be obtained through Outdoor Recreation during business hours. I will ensure the gate is locked and secured when I leave the RV lot.

\_\_\_\_ I am aware that Scott AFBI 31-218 Motor Vehicle Traffic Supervision and the installation traffic code provide for the removal and temporary impoundment of privately owned vehicles parked illegally for unreasonable periods, interfering with military operations, creating a safety hazard, disabled by incident, left unattended in or around a restricted or controlled area, or abandoned. I agree to reimburse any agency or contractor for the cost of towing, storing, and disposing of my vehicle if it is lawfully removed and impounded.

\_\_\_\_ I understand that if the card I provide for the automatic billing service is declined, I will be notified within two working days and I must make payment and update card information within 5 working days or remove my vehicle from the lot. I am liable for any unpaid monthly dues and must terminate my agreement with Outdoor Recreation if I intend to forfeit my slot. I understand that if I do not update my delinquent account, steps will be taken to remove my property and declare it abandoned. It will then be subject to Security Police impoundment.

\_\_\_\_ I understand that this lot is provided as a service to base personnel and storage in this lot is not mandatory. I have the option of using this or any other commercial storage lot in the area for storage of my property.

I understand that should I not comply with this rule as well as any of the above, I may be subject to financial or other liability.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_