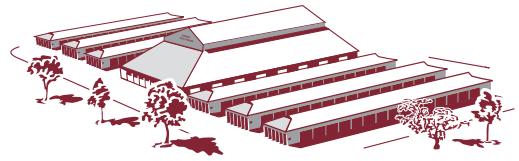


Auburn Self Storage LLC



Storage Tips

Knowing how to properly store your belongings is important to not only protect your possessions but to also maximize your unit space. Below are some tips to help you.

1. To prevent spring breakage, do not let roll-up doors slam up or down. When opening and closing doors on units, remember to press your foot down on the bottom doorplate to relieve pressure so the sliding latches will be easier to open and close.
2. Plan your storage space. Place those items that you may need to access often in the front of the unit. Allow for walkways.
3. Make an inventory of your stored items and keep it in a safe place at home.
4. Prepare your space by placing protective covering on the floor under your belongings. Wood is ideal. (plywood, pallets, etc.) We do **not** recommend plastic.
5. **Caution: Do not store anything combustible** (i.e. paint thinner, gasoline, paints). Do not store food or other items that will attract insects or pests.
6. Use uniform-sized boxes for easy stacking. Be sure your boxes are strong enough to hold 25–30 lbs. It is best not to over fill boxes.
7. List contents of boxes on all 4 sides, number the boxes, and seal them with tape.
8. Stack lighter boxes on top of heavier boxes.
9. Dishes and glass should be wrapped in bubble wrap, marked “FRAGILE”, packed in sturdy boxes, and stacked on top.
10. Pictures and mirrors should be wrapped in bubble wrap and packed in cardboard marked “FRAGILE”, and stacked on end.
11. Furniture with drawers can be utilized as storage places for pictures, knickknacks, china, silverware, small items, etc. Wrap them in towels or blankets to prevent breakage.
12. Large appliances make excellent “packing cases” for blankets, towels, and clothes.
13. Shovels, hoes, rakes and hoses can be stored together in empty trash cans. Stack extra cans inside one another.
14. Tables having removable legs should be taken apart to save space.
15. Sofas and loveseats can be stored on end to save floor space. Always place a protective barrier under the item on concrete. Cushions should be covered placed on top.
16. Cover upholstered furniture with drop cloths or cardboard.
17. If you stand mattresses on a side, “prop” them up so they stand straight. They may tend to bend out of shape and become lumpy. Be sure to put the mattress in a mattress bag.
18. **Be aware that changes in temperature (winters below 0°F to summers above 100° F) and humidity may cause damage of stored goods in regular units.** Drying out and delaminating of woods, and moisture leading to mold and mildew may occur. We recommend our **Climate Controlled** units to help prevent this from happening.
19. Do not place heavy or sharp objects on top of furniture.
20. Use a good quality lock (such as the ones we sell at Auburn Self Storage) to lock your unit. Cheap locks rust and do not provide good security. We recommend and sell disc locks which offer more security over other types of locks.
21. It is your responsibility to acquire insurance on your belongings. **Auburn Self Storage is not liable for any loss or damage to items in storage.**