



18 March 2024

Sir/Ma'am,

Long-term recreational vehicle storage agreement renewals for the period of 1 April thru 30 September 2024 are due on 1 April 2024 and are now being accepted.

Fees for this agreement period:

- \$75.00 per month for items 24' and below.
- \$110.00 per month for items 25' and above.

Full payment is due upon renewal.

Payments received after 15 April will incur a late fee of \$10.00 per day until paid, retroactive to the 1 April due date.

Per the correspondence provided for the 1 April and 1 October 2023 renewal, 12-month agreements and payments are now discontinued.

All Morale, Welfare and Recreation (MWR) fees are subject to adjustment in response to operating and capital improvement cost increases, to ensure the entire portfolio of your MWR services programs are sustained at this installation. Local-area market research is consistently performed a minimum of once per year with the goal to keep fees at or below market.

The 4-digit lock code for both storage areas will be changed prior to 8:00 am on Monday 1 April 2024.

The following items are required to be on file at outdoor recreation to renew the agreement:

- **NEW** – DoD ID card number.
- **NEW** – Current DoD or military status.
- A signed storage agreement with current and accurate information for the renter and stored item.
- A current and accurate copy of the registration and insurance for the stored item.
 - It is the responsibility of the renter to provide copies of updated documents throughout agreement period.
 - Agreements will not be renewed when the registration and/or insurance will expire within 30 days. The renter shall have 14 days to renew these items.
- A picture of the side, front and rear of the rented item with the license plate information clearly visible and legible.
- A notarized form or power of attorney for an item not registered or insured by the renter. The registrant of record must be a valid/current military or DoD ID cardholder and shall provide their ID card number and status.

Renewals and subsequent document updates can be submitted via email to outdoorrecreationpafb@gmail.com or in person during the operating hours of Wed-Sat, 10 am to 5 pm.

First-time renters are required to complete their agreement in person at ODR.

Renters are reminded to always maintain compliance with the following requirements during the agreement period:

- Item maintained in a presentable and roadworthy condition with current registration clearly visible and legible.
- Loose items kept secured within the demarcated boundary of the rented lot.
- All wheels chocked.
- No substitution of other items without an agreement renewal on file at ODR.
- No onsite maintenance or camping.

Please take a moment to view additional policies and procedures in the document attached.

Thank you for supporting your MWR services and programs.

//SIGNED/DED/18MAR24//
DANIELLE DUNN, NF-03
ASSISTANT MANAGER