



USAG Wiesbaden

Auto Skills Vehicle Storage Form

CUSTOMER POINT OF CONTACT INFORMATION

Last Name:	First Name:
Home Phone: Cell Phone:	Supervisor Name: Phone:
Organization Unit:	CMR: BOX: APO AE:

Email Address:

VEHICLE INFORMATION

Make:	Model:	Year:
Color:	Date Placed in Storage	VIN #:
Monthly Fee Due Date: (5 days past 30 days)	Registration Expiration: Date: _____ Date: _____ Date: _____	Registration (circle one) Perm Temp Non-op

PAYMENT INFORMATION

Amount Paid	Date	Period Covered
\$		-To-
\$		-To-
\$		-To-
\$		-To-
\$		-To-
\$		-To-

Keys received: Yes or No Owner Initials _____ Employee Initials _____



USAG- Wiesbaden Auto Skills Center VEHICLE STORAGE AGREEMENT

Privacy Act Statement

AUTHORITY: Title 5 of the U.S. Code. Section 301

Principle Purpose: To record the agreement and regulations for use of the Storage Lot provided by the Auto Skills Center, United States Army Garrison Wiesbaden, and to advise individuals of their responsibilities during the period of the agreement and the consequences that will occur if the agreed upon responsibilities are not met.

FEES: Vehicle Storage \$2 per day, Motorcycle \$1 per day. There is a \$30 (agreement,) fee for storing of a vehicle. Storage lot is accessible during regular business hours of the Auto Skills Center.

Federal law and the Department of Defense policy (10USC2575 and DOD 4169.21-M) requires precise time-consuming procedures to be followed when disposing of abandoned property. In order to avoid the expense and inconvenience this procedure involves, the customer specifies that the Non-appropriated Fund Instrumentality (NAFI), supporting the Auto Skills Center program, may unconditionally dispose of the property described below in any manner it may deem suitable if it's permitted to remain on the Auto Skills lot premises past the timeline as described below, and/or the owner releases the US Government, it's NAFI's, and it's representatives from all claims and demands arising from such disposition. The release extends to the agreement, heirs or assignees which might assert such claims or demands agreement, the NAFI disposing of the property.

I agree that my vehicle can be declared abandoned after 60 days of non-payment, or for expired registration and that I am also responsible for additional administrative, towing and disposal fees. NAFI, such as the Auto Skills follow certain agreement, procedures in the processing or disposing of lost, abandoned or unclaimed personal property. **By signing this vehicle storage agreement, you agree that the Auto Skills program or its supporting NAFI may turn your vehicle over to the Military Police to be processed as an abandoned vehicle a result of non-payment or expired registration.**

I agree the Auto Skills will not be held responsible for loss, damage, or stolen items while my vehicle is in storage.

I must pay my bill in full before selling the vehicle or transferring ownership. I agree to keep my registration current or remove my vehicle from the premises immediately after registration expires. **I understand that storage lot fees are due not later than five (5) working days after the set due date and that a late fee of one dollars (\$1.00) per day will be charged starting on the sixth (6) calendar day after due date until the fee is paid or sixty (60) calendar days have elapsed.**

For any violations of the storage days, you shall be sent an e-mail and a notice through the military postal service to your address given. NOTE!!! It is imperative you notify us of any changes to your address and/or contact information. If we have not received a response within 30 days, we reserve the right to dispose of the vehicle in accordance with established base guidelines.

I certify that I, or a member of my family, own this vehicle being placed into storage and that I am authorized to use the Auto Skills facility and its services. **I have read, understand and agree to the terms of this storage agreement, the Auto Skills Vehicle Storage SOP and my responsibilities.**

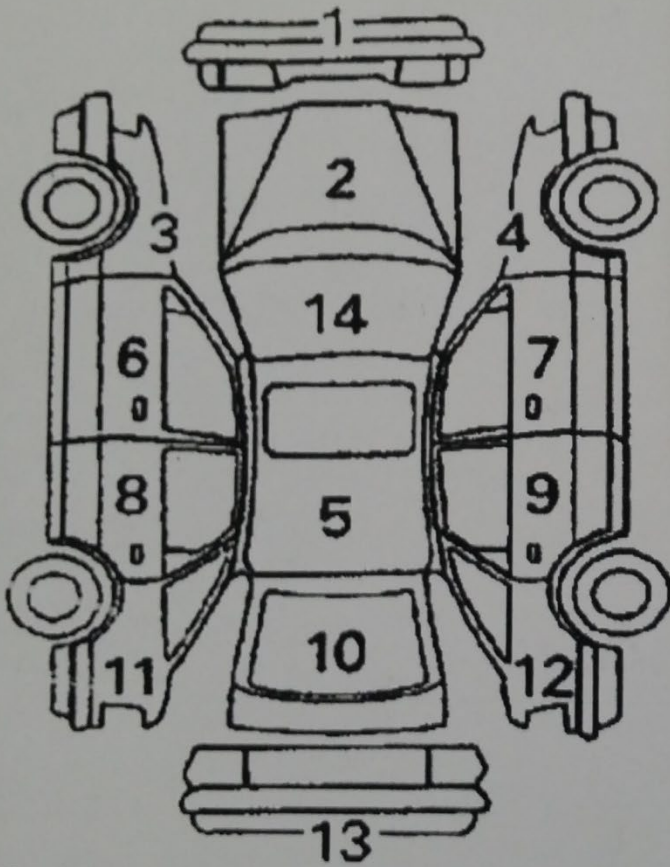
Vehicle Make: _____ **Model:** _____ **Year** _____

VIN# _ _ _ _ _ **Color:** _____

Owner Name Printed: _____ **DOB:** _____

Signature of Owner: _____ **Date:** _____

Employees Name Printed: _____ **Date:** _____



Take photos of the vehicle from all sides to document Vehicles conditions and Existing damages. Send to manager for filing. Note damages on this form.

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____