

UAPB CENTRAL RECEIVING RENTAL AGREEMENT

This agreement is for rental of a 10 x 10 space in a climate controlled storage facility on the grounds of UAPB campus.

The cost, \$50 per month will be charged to your departmental account as a storage fee from the UAPB Central Store every 30 days. The term of this agreement shall commence on the date indicated and shall continue until terminated on a month-to-month basis. The minimum rental term is one month.

UAPB - Physical Plant nor Central Receiving employees will not be responsible for content(s) of any unopened box. Central Receiving will sign receiving the boxes, however we are signing only for receipt of the boxes – not contents and/or condition of contents.

Hazardous or toxic materials are strictly prohibited from being stored in this space.

REQUESTER

DEPARTMENT

BUDGET OFFICER

ACCOUNT NUMBER

DATE REQUESTED

NUMBER OF 10 X 10 SPACES

FOR WAREHOUSE USE ONLY

WAREHOUSE MANAGER

DATE ITEMS ENTERED

DATE ITEMS REMOVED