



RV & Boat Storage

Welcome to the FMWR Storage Lot Program. Please provide all requested information and return the completed packet back to FMWR.

Customer Information	
Name (Last Name, First Name)	
Eligibility Status (Active Duty Military, Retired Military, DoD Civilian, DoD Civilian Retiree, Dependent, etc.)	
Will your eligibility status change within the next 12 months? If so, explain.	
Phone	
Alternate Phone	
Email	
Alternate Email	

Emergency Contact #1			
Name		Relation	
Email		Phone	

Emergency Contact #2			
Name		Relation	
Email		Phone	



Vehicle Registration Information

Customer Information					
Last Name		First Name			
Address					
City		State		Zip Code	

Recreational Vehicle					
Type (RV, Trailer, etc.)		Make		Model	
Class		Year		Length	
License Number		State		Expiration Date	
Vehicle ID Number					
Remarks					

Boat					
Make		Model			
Year		Length			
License Number		State		Expiration Date	
Boat Number			Expiration Date		
Remarks					

Checklist	
☐	Provided proof of ownership (state registration/title)
☐	Provided proof of insurance that matches proof of ownership
☐	Provided proof of Active Duty or Retired Military status (for discounted rate)



Customer Acknowledgements

#	Policy	Initials
1	Vehicle will be kept in good working order and legally drivable (no flat tires, etc.).	
2	Vehicle registration, insurance, state inspections, etc. will be kept current and copies provided upon request to FMWR. I further agree to keep a current license tag on my vehicle while in the lot.	
3	I agree to update FMWR of any change in contact information or issues concerning the storage lot.	
4	I agree to make payments on or before the first business day of the month when payment is due and that it's ultimately my responsibility to ensure payments are made on time. I further agree that when payments are made ten days or more beyond the due date that I will pay a \$25.00 late fee. Note: Late fees are charged monthly and compound for each month late. For example, if your payment is scheduled for April, but you don't pay until May 11th you will be charged a total late fee of \$50.00 for April and May as payments are due no later than the 10th day of the month owed.	
5	I agree that it is solely my responsibility to know when payment is due and that FMWR is not responsible to remind me to make said payment.	
6	I agree that this storage space is only for the vehicle/boat listed in this registration packet. Any vehicle left must have current license, registration, insurance, state inspections, etc. and copies provided to FMWR upon each lease renewal.	
7	I agree that this space is not transferrable or to be loaned out.	
8	I agree to not loan out or share my key/code with others.	
9	I understand that if I am issued a storage lot key, it must be returned in person to the FMWR Outdoor Recreation Office within 3 business days of vacating the lot. If the key is not returned or if it is lost, I will be charged a \$25.00 fee for rekeying the locks on the gates.	
10	I agree that no mechanical work or repairs will be conducted on Defense Supply Center Richmond (DSCR) and no vehicles or equipment may be left running unattended.	
11	I understand that I am not allowed to stay in my vehicle while stored at the lot and that I am not allowed to hook up to any electrical or water at the RV Campground without a paid reservation.	
12	I agree to only use the space assigned to me and to ensure my vehicle is appropriately parked in the center of the space.	
13	I agree to abide by the rules, policies, and regulations of the storage lot.	
14	I agree that my vehicle's length and information will be validated on the day I am scheduled to be issued a key/code for the storage lot. Incorrect information may void my application.	
15	I agree that should my eligibility status change I will immediately inform FMWR and that a change in status may make me ineligible for storing my vehicle in the storage lot. Those found to be ineligible for the storage lot will be provided 72 hours to remove their vehicle from DSCR.	
16	I understand that I may be required to move my vehicle on short notice due to an emergency, lot maintenance, etc... and that I may be reassigned to a different space if deemed necessary/beneficial to FMWR.	
17	Each lease agreement will remain in effect until the next payment due date unless canceled by myself or FMWR prior to expiration. I understand that failure to make payment may result in the debt being processed for collections by Defense Finance and Accounting Service.	
18	I understand that nonpayment and lack of communication with FMWR will result in the cancellation of my lease at the discretion of FMWR. Upon notification of lease cancellation, customers will have 72 hours to remove their vehicle from DSCR. Failure to remove the vehicle within 72 hours will result in the vehicle being tagged as abandoned. Abandoned vehicles will be towed/secured and impounded at the lessee/owner's expense. Daily impound fees will be charged at \$25/day. Vehicles not claimed/removed within 45 days of being tagged as abandoned become property of the U.S. Government and will be sold at NAF auction.	

I have read, provided accurate information, and will comply with policies 1-18 in this registration packet. I understand that my signature constitutes agreement/compliance with all policies governing the DSCR Storage Lot.

CUSTOMER SIGNATURE	DATE



Authority to Request Information

Notice: Authority to request this information is derived from Title 5 U.S.C. 301, 302. Used as an agreement between DSCR and participants involved with FMWR facilities, equipment, services, or programs. Completion of this form is completely voluntary; however, failure to furnish the above information could affect participation in various activities.

The undersigned, the legal sponsor of individuals identified on the obverse of this form, does hereby, and as an inducement to the FMWR Fund and Enterprise Support Services to allow the use of, participation in, or involvement with FMWR facilities, equipment, services, or programs as specified on the obverse of this form, by dependents identified on the obverse of this form, does hereby forever release, acquit, and discharge said FMWR, Enterprise Support Services and the United States of America from any and all cause or causes of action, including personal injury, illness, death and property damage, costs, charges, claims, demands and liabilities of whatever kind, name or nature in any manner arising out of the use, enjoyment, and control over said use participation service or involvement in or with said equipment, services or programs.

This release is intended to cover all injuries, fatal or nonfatal, and illnesses of every name, kind or nature and personal property damage, if any, which may be or might be sustained or suffered from any cause whatsoever connected or arising out of or by reason of the use of, participation in, or involvement with FMWR facilities, equipment, services, or programs.

The undersigned further agrees to indemnify and will hold harmless the FMWR Fund and Enterprise Support Services from any and all costs, charges, claims, demands and liabilities of any kind arising from improper or negligent use or negligent use of, participation in, or involvement with FMWR facilities, equipment, services or programs.

Hold Harmless Agreement

The signee and the legal sponsor of individuals identified on this form, does hereby, and as an inducement to the FMWR Fund and Installation Support at Richmond, allow the use of, participation in, or involvement with FMWR facilities, equipment, services, or programs. The undersigned does hereby forever release, acquit, and discharge FMWR, Installation Support at Richmond, and the United States Government from any and all cause or causes of action. This includes personal injury, illness, death, property damage, cost, charges, claims, demands, and liabilities of whatever kind, name or nature in any manner arising out of the use, enjoyment, and control over participation, or involvement in or with equipment, services, or programs.

This release is intended to cover all injuries, fatal or nonfatal, and illness of every name, kind or nature, and personal property damage. If any, which may be or might not be, sustained or suffered from any cause whatsoever connected, or arising out of, or by reason of the use of, participation in, or involvement with FMWR facilities, equipment, services, or programs.

The undersigned further agrees to pay for the cost of possible future damage, loss, or injury, and will hold harmless the FMWR Fund and Installation Support at Richmond and the United States Government from any and all cost, charges, claims, demands, and liabilities of any kind arising from improper or negligent use of, participation in, or involvement with FMWR facilities, equipment, services, or programs.

Privacy Act Statement

Authority to Collect Information: 50 U.S.C., Section 797, Penalty for Violation of Security Regulations and Orders; 5 U.S.C. Sections 301 and 302(b), Government Organization and Employees; Executive Orders 9397 and 10450, as amended; DOD D5200.8; and DLA M5710.1

Principal Purpose: To collect, review, and account for patronage data. It is also used to grant authorized individuals access to FMWR equipment and facilities.

Routine Uses: It is used to establish and automate FMWR activity registration, reservation, and to substantiate capital reinvestment in facilities. Information may also be used to establish and maintain a numerical identifier for each patron household.

Mandatory or Voluntary Disclosure: Voluntary; Result if Information is not Provided: May result in delayed customer service at FMWR activities or loss of access to equipment and facilities.

I have read and I understand the Authority to Request Information, Holds Harmless Agreement, and Privacy Act Statement.

CUSTOMER SIGNATURE	DATE

