



OUTDOOR RECREATION

RV Storage Lot

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

Customer Information	
Name (Last Name, First Name)	
Eligibility Status (Active Duty, 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	



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	
<input type="checkbox"/>	Provided proof of ownership (state registration/title)
<input type="checkbox"/>	Provided proof of insurance that matches proof of ownership



Customer Acknowledgements

#	Policy	Customer Initials
1	Vehicle will be kept in good working order and legally drivable (no flat tires, etc.).	
2	Vehicle license, registration, insurance, state inspections, etc. will be kept current and copies provided upon request to MWR. I further agree to keep a current licensetag on my vehicle while in the lot.	
3	I agree to update MWR 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 its 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 June 11th you will be charged a total late fee of \$75.00 for April, May, and June 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 MWR 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 registrationpacket and/or for the vehicle used in transit of getting to said space. Any vehicleleft must have current license, registration, insurance, state inspections, etc. and copies provided upon request to MWR.	
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 theMWR Outdoor Recreation Office within 3 business days of vacating the lot. If the keyis 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).	
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 Campgroundwithout a paid reservation.	
12	I agree to only use the space assigned to me and to ensure my vehicle isappropriately 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 vehicles length and information will be validated on the day I amscheduled to be issued a key/code for the storage lot. Incorrect information mayvoid my application.	
15	I agree that should my eligibility status change I will immediately inform MWR and that a change in status may make me ineligible for storing my vehicle in the storagelot. 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 anemergency, lot maintenance etc. and that I may be reassigned to a different space if deemed necessary/beneficial to MWR.	

I have read, provided accurate information, and will comply with policies 1-15 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 MWR 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 MWR Fund and Enterprise Support Services to allow the use of, participation in, or involvement with MWR 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 MWR, 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 MWR facilities, equipment, services, or programs.

The undersigned further agrees to indemnify and will hold harmless the MWR 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 MWR 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 MWR Fund and Installation Support at Richmond, allow the use of, participation in, or involvement with MWR facilities, equipment, services, or programs. The undersigned does hereby forever release, acquit, and discharge MWR, 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 MWR 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 MWR 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 MWR 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 MWR equipment and facilities.

Routine Uses: It is used to establish and automate MWR 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 MWR 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

