

THE EXTRA ATTIC SELF STORAGE
1074 Clements Ferry Road, Wando, SC 29492
Phone: 881-4500 || Fax: 881-4600

NOTICE of VACATING UNIT

Written notice must be given **ten (10) days** prior to your next due date. Please stop by the office during office hours to process out. Your lock must be removed before you will be considered vacated. Rent will continue to be charged as long as the lock remains on the unit. All outstanding rent must be paid prior to vacating. In addition your unit must be empty and broom swept to prevent a cleaning fee from being charged.

Please read, sign and return to the office (or drop through the payment drop).

Name _____ **Unit #** _____

Expected date to Vacate Unit: _____

In accordance with the rules and regulations governing my rental agreement at the EXTRA ATTIC SELF STORAGE, I hereby give written notification.

Signature _____ **Date** _____

Thank you for using our storage facility, we appreciate your business!