

Large Project Agreement



Updated December 2022

Rates \$500/month

- Project spaces allow for projects up to 30' total length and must fit in between containers
- A 20' container for dry storage and work space is included with large project storage
- DIYcave large project yard does have 1 smaller space for projects under 20' in overall length with included 20' dry storage container. \$400/month

Security/Cleaning Deposit

- Security/cleaning deposit of \$300 required upon move in
- Upon vacating, you will be expected to return the area to its previous condition. If you leave a mess, DIYcave will use this fee to clean up the area

Terms

- A Large Project Storage agreement (this document) and an annual membership are required for the duration of all large projects.
- All access is month to month. Inside shop usage is charged at current member rates and requires reservation in accordance with our current usage policies.
- A completed "[Large Project Plan](#)" form must be submitted and approved by an owner.
- All large project members must have a final review meeting with an owner before the project begins.
- All vehicles must have current registration. A copy must be provided prior to move in.
- All large projects are expected to show consistent progress. **We are not a long term storage yard, we are an active build area.**
- All debris must be kept contained and outside appearances need to be tidy at the end of each day. (IE: swept, neatly stacked supplies, stored and put away....etc.)
- Automatic payments must be enabled for storage/membership.
- Any declined charges will have seven (7) days to rectify.
- Penalty for late payment will be \$15 per day until paid.
- Insufficient funds or declined charge will result in a \$25 fee.
- DIYcave has the right to tow and or discard any unresolved projects and materials if the member is in default of this agreement and will not or cannot come into compliance at the member's expense.
- Member waives all rights to a secure project area for theft and vandalism. DIYcave is an open access work area and cannot guarantee security in the large project areas, although measures are in place to help prevent those issues. DIYcave highly

recommends project owners to carry their own insurance policy to cover all parts of their project.

Shared yard guidelines

- Large project tenants are responsible for cleanliness of work space and yard
- Large project tenants are responsible for keeping yard locked. If gate is left open while working in large project yard, tenant is responsible for monitoring unauthorized entry.
- Visitors must be accompanied by tenant at all times and are not allowed to use tools or help with projects unless they have a waiver on file and DIYcave
- Containers do not have power and any power brought into container must be disconnected from power source and removed from container when member is not present
- No overnight presence on DIYcave property, Midnight to 6am. (Includes work, sleeping, visiting)
- Must abide by city noise ordinances

After hours

- Tools from DIYcave must be returned at the close of business each day.
- No work is allowed between the hours of midnight and 6am on site.
- Access to locked outdoor build areas on days when DIYcave is closed to general operation, may be allowed by coded padlock.
- You must secure the property whenever you leave, even if just to go to the hardware store.
- You will not have access to the tools and areas inside the shop on closed days, even if people are in the shop for other purposes (often taking a class.)
- If you are found to have left the property unsecured it is grounds for termination of this contract.

All terms of the Maker Membership policy also apply to large projects

Helpers are allowed with an active waiver on file only.

- Only a Maker may bring in a project helper and may utilize existing paid shop access
- Project helpers may use Maker's pricing only while working on the Maker's project.
- Helpers are defined as: An assistant on a specific project
- Helpers must be directly assisting Maker at all times

Overnight Electric Usage rates start at \$10 per day/night.

- **Overnight electric usage is reserved for members only.** An active, paid membership is required for the entire period of time that overnight electric is used.
- **All overnight electric usage must be arranged/approved in advance**
- **All overnight electric usage must be prepaid**
- All overnight electric cords must be labeled with member name and dates prepaid for.
- **Member is responsible** for notifying DIYcave staff of overnight electrical usage and prepaid or items get unplugged overnight.

- **Member must provide their own approved electrical cord.**
- Terms of overnight electric usage may be changed or terminated at any time by DIYcave

Dog Policy

- A refundable deposit of \$200 is required for each dog.
- Dogs on leash are allowed in the large project work area, parking lots and The Patio.
- Dogs are not allowed in DIYcave shop areas, and in DIYcave Annex.
- Owners must clean up any and all waste.
- Dogs are the liability of the dog owners.
- Owners may be asked at any time to discontinue dog presence at DIYcave’s discretion.
- Any other pet (other than a dog) must be pre-approved and is subject to the same or more rules.

Outside contractors require prior approval by DIYcave management. Contact info@diycave.com prior to inviting outside contractors onsite

Termination policy

- DIYcave reserves the right to terminate a membership and large project at any time.
- Member may terminate and vacate with 15 days notice however memberships and storage payments will not be prorated.

I hereby acknowledge that I have read and understood this agreement agree to be bound to the terms of use regarding my participation in and use of the Services.

Name: _____

Phone: _____

Email: _____

Monthly Rental Amount: \$500/\$400 (circle) Rent is payable on the first day of the month.

Move In Accounting Rent & Deposits

Security/Cleaning Deposit:	\$ <u>300</u>
Pet Deposit:	\$ _____
Prorated amount if not 1st of the month:	\$ _____
1st Full Month’s Rent:	\$ _____
Balance Due upon Move-In:	\$ _____

Signature: _____ Date: _____

Large Project Check-in 2022

Member name: _____

Check-in staff name: _____

Check-in Date: ____/____/____

Checklist:

- Large Project Agreement
- Filed Large Project Plan
- Verified Membership
- Verified Waiver
- Owner approved by:
 - Aaron
 - Tim
 - Heather
- If vehicle, verify it is registered
- Explained access policy/methods
- Collected appropriate deposits/fees:
 - Pet deposit (\$200 per animal)
 - Security/Cleaning deposit (\$300)
 - First months rent (if prorated - see next line)

(rent \$_____ divided by #days in month _____ x actual days rented _____ = \$_____)

- Issue Lock Code
- Wifi password

Office use only

- Transfer Deposit to CTA
- Add customer to Quickbooks
- Certificate of Liability Insurance

TENANT MOVE-OUT CHECKLIST

- File Tenant 30-day Notice
- Obtain Forwarding Address Information
- Contact Tenant to Schedule Move-Out
- Transfer Deposit to Checking
- Refund Deposit based on Final Accounting (to include back rent, damages and cleaning)