

Application for Self-Service Storage Facility Lien

READ THE IMPORTANT INSTRUCTIONS ON THE BACK

The following section is to be completed by the Self-Service Storage Facility having the lien

Name of Self-Service Storage Facility Having Lien		Street Address		City	State	Zip Code
Name of Person(s) on Rental Agreement		Street Address		City	State	Zip Code
Date Entered into Agreement		Date of Default		Amount Owed		
Year of Vehicle	Make	Body Style	State and Tag No. (if None, list n/a)		Vehicle Identification Number	
<p>I certify, under penalty of perjury that a newspaper advertisement has run at least 3 days before conducting a sale and the advertisement included the time, place and terms of the sale in a newspaper of general circulation in the jurisdiction where the sale is to be held; and I have fully complied with the applicable provisions of Title 18.504 of Commercial Law Article and the statements made herein are true and correct to the best of my knowledge, information and belief. I further certify that the proceeds of the sale will be used to satisfy the Self Service Storage Facility Lien, and the balance of the proceeds, if any, will be held for delivery on demand to the occupant or any other recorded lien holders on the vehicle, as required by law. I further certify that I will defend, indemnify and hold the MVA harmless against any claim from a lien holder or lien as a result of this title being issued.</p>						
Signature of Operator of Self-Service Storage Facility		Printed Name		Capacity	Date	

The following documents need to accompany this form:

- Copy of the signed storage agreement
- Copy of the advertisement
- Digital photograph of the vehicle identification number
- Application for Certificate of Title, form VR-005
- Proof of Default Notice Delivery as required

Auctioneer's Certification and Bill of Sale

This section is to be completed by the Auctioneer on the date of the Auction

Name of Auctioneer					License No. if applicable	
Street Address		City		State	Zip Code	
Date of Public Sale	Time of Sale	Place of Sale	City	State	Zip Code	
Printed Name of Successful Bidder					Amount of Bid	
					\$	
Street Address of Successful Bidder		City		State	Zip Code	
<p>I, the undersigned auctioneer, hereby certify the vehicle described above has been sold to the successful bidder named above at the time, date, and place specified. I also certify I have complied with the applicable statutes governing the licensing and regulation of auctioneers in the jurisdiction in which the sale of the above described vehicle occurred.</p>						
Signature of Auctioneer		Printed Name			Date	
Signature of Buyer					Date	
Notary Seal			Notary's Signature		Date	

Instructions for Processing a Self-Storage Facility Lien and Auction

Only a self-storage facility that has a signed contract, and is more than sixty (60) days in default of the agreed upon terms in the rental agreement for the self-service storage space, may use this form.

The following procedures must be followed:

SUBMIT TO THE MVA:

- A completed Application for Title – (VR-005);
- A completed Application for Self-Service Storage Facility Lien (VR-472);
- A signed rental agreement, identifying the renter's name, address, terms, conditions and rules of the self-storage facility, and date of lease:
 - The rental agreement must indicate in bold type, the existence of the lien, personal property stored in the leased space may be sold to satisfy the lien if the occupant is in default, and the personal property stored in the leased space may be towed from the facility if:
 - The personal property is a motor vehicle or watercraft and the occupant is in default for more than 60 days;
- A copy of the newspaper advertisement and a certification from the newspaper showing the advertisement ran in the jurisdiction where the sale is to be held verifying the advertisement ran at least three (3) days before conducting the sale;
 - The advertisement must contain the time, place and terms of the sale;
 - The certification must include the date the advertisement ran.

PRIOR TO THE SALE:

- The operator, owner, lessor or sub-lessor of the self-service storage facility must notify the occupant of the default and lien which now exists either:
 - Verified mail to the last known address; or by
 - Hand delivery to the last known address; or by
 - Electronic mail (Only if the agreement specifically indicates notice may be given electronically)
 - Note: If the operator does not receive a response or confirmation of delivery from the occupant's electronic mail address, a second notice must be sent by verified mail to the occupants last known postal address.
- The notice must include:
 - A statement the contents of the occupant's leased space are subject to the operator's lien including the charges due on the date of the notice, any additional charges due before the date of sale, and the date those additional charges become due;
 - A demand for payment of the charges due and due date (not less than 14 days after mailing date);
 - A statement that unless the claim is paid by the due date, the contents of the space will be sold at a specified time and place;
 - The name, street address, and telephone number of the operator, or their designated agent whom the occupant may contact to respond to the notice.