

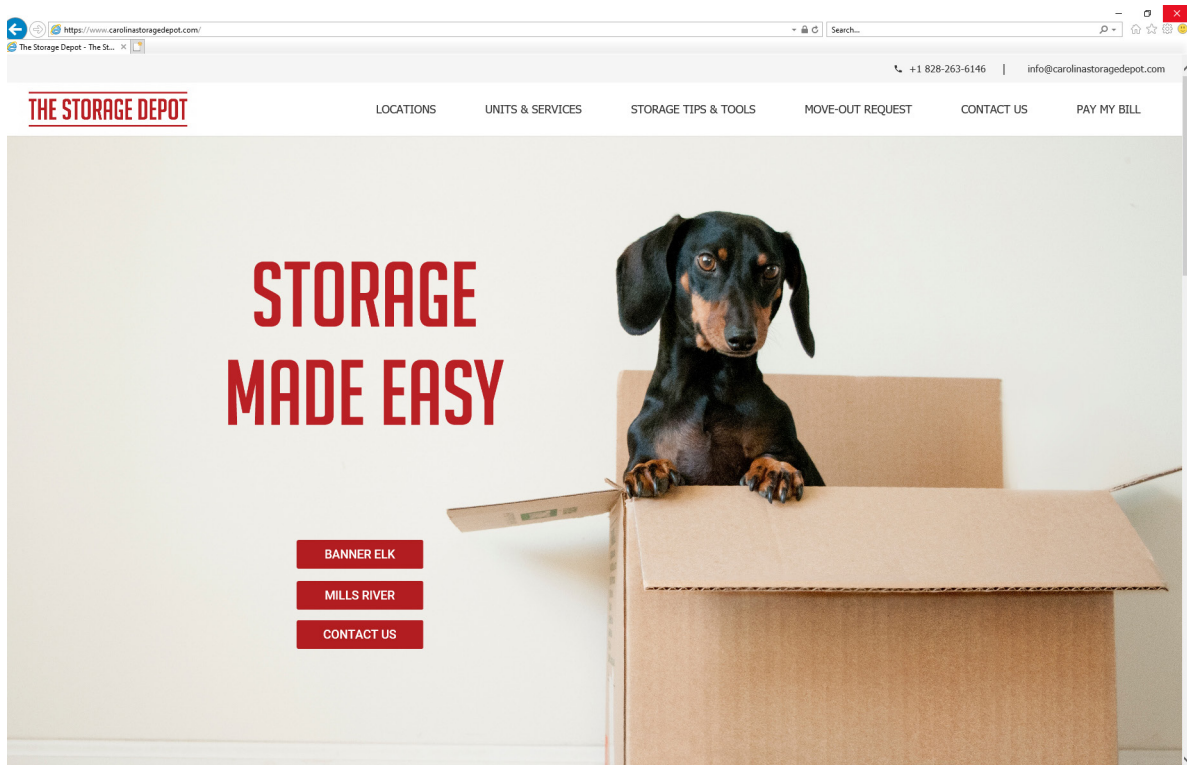
# THE STORAGE DEPOT

## AUTO-PAY ENROLLMENT

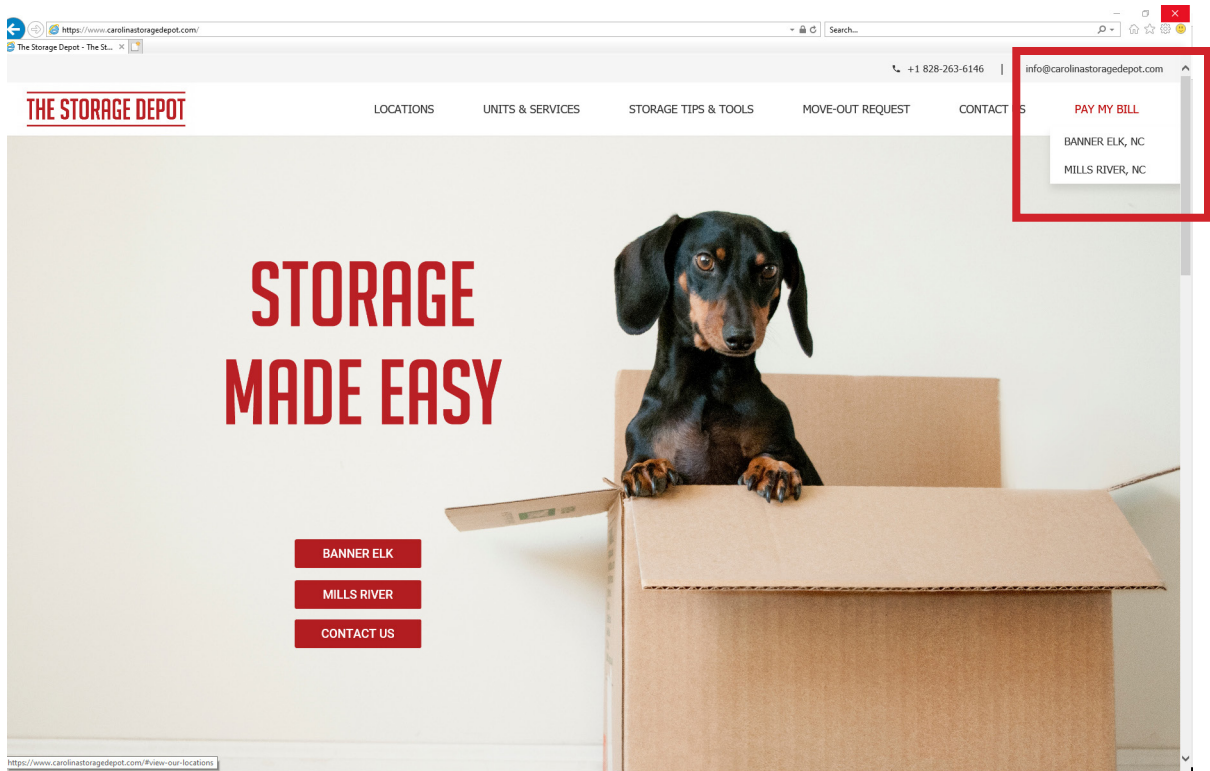
The following is a step-by-step guide to enrolling in auto-pay. To do so, you'll first need to claim your account on our website. Instructions on how to claim your account are provided in the email with the link to your original rental agreement.

As a reminder, your auto-pay enrollment will take effect for the following month. We will then automatically process a charge to the card we have on file on the 1st day of each month. If you have any questions, please email us at [Info@CarolinaStorageDepot.com](mailto:Info@CarolinaStorageDepot.com).

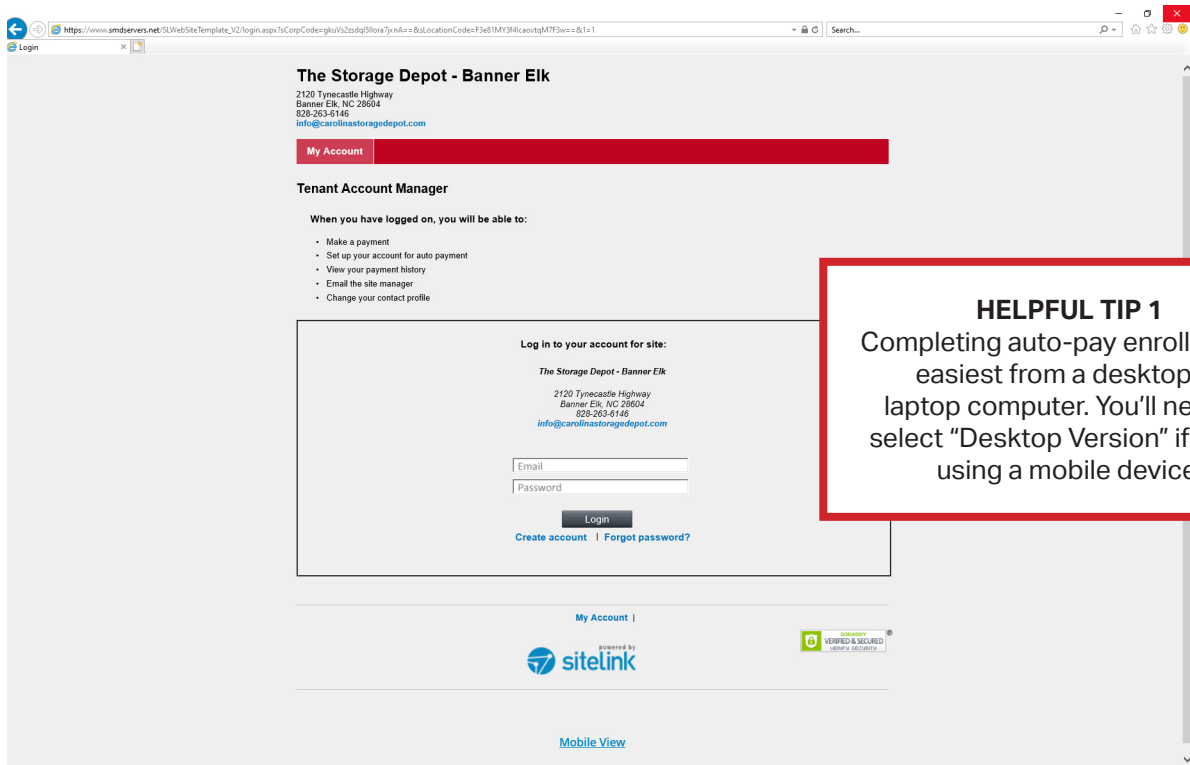
**Step 1 - Visit, <https://www.CarolinaStorageDepot.Com>**



**Step 2** - Select your location under 'PAY MY BILL' on the menu bar.



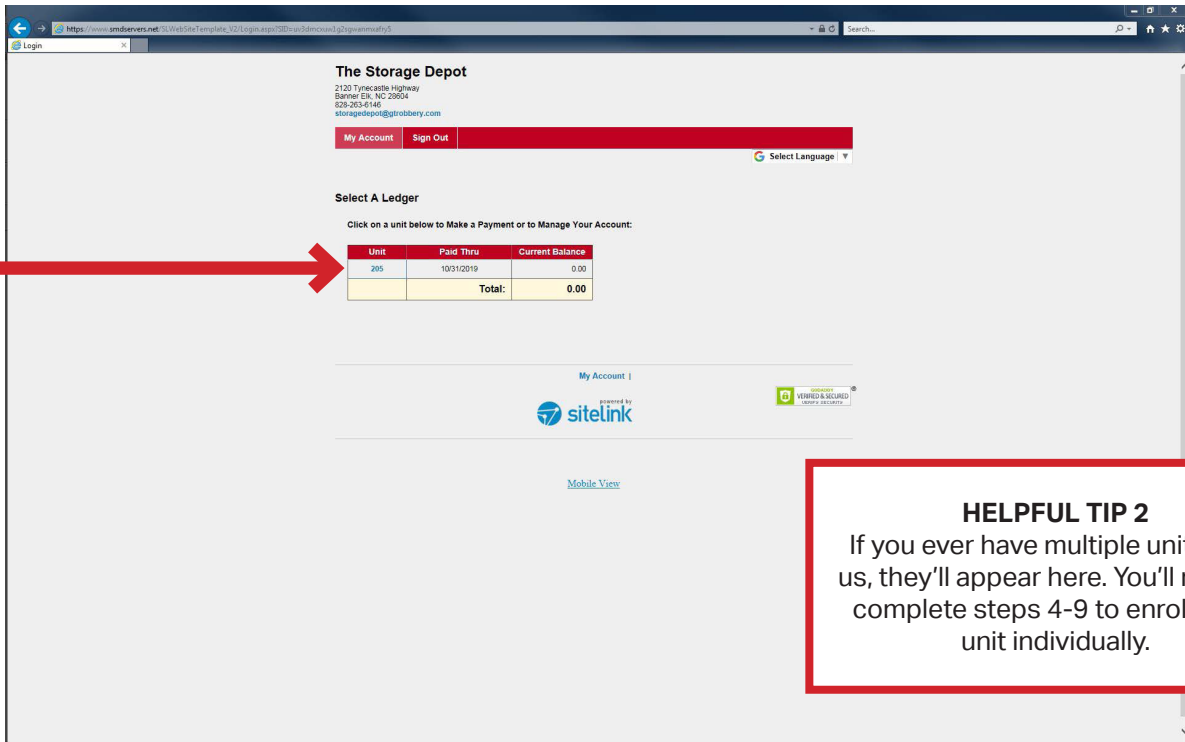
**Step 3** - Log-in to your account.



**HELPFUL TIP 1**

Completing auto-pay enrollment is easiest from a desktop or laptop computer. You'll need to select "Desktop Version" if you're using a mobile device.

## Step 4 - Select your unit number.



The Storage Depot  
2120 Tynecastle Highway  
Banner Elk, NC 28604  
628-263-6146  
storage@carolinastoragedepot.com

My Account Sign Out Select Language

Select A Ledger

Click on a unit below to Make a Payment or to Manage Your Account:

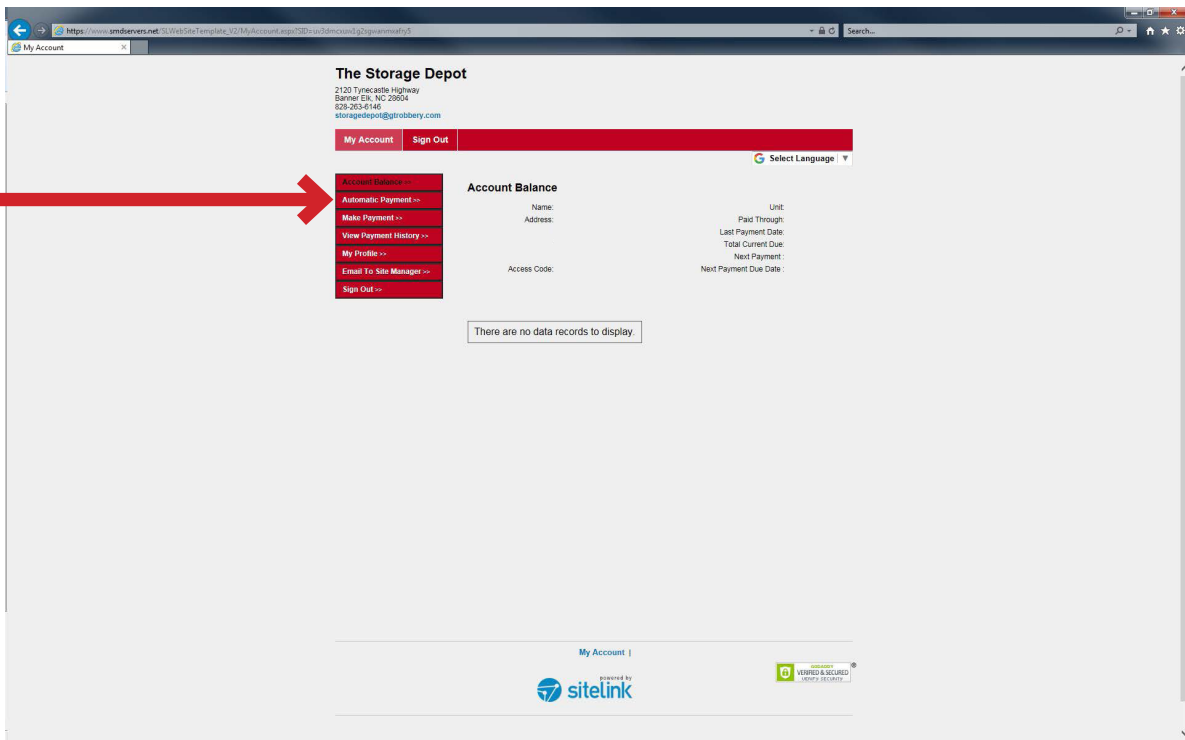
Unit	Paid Thru	Current Balance
205	10/31/2019	0.00
Total:		0.00

My Account | sitelink VERIFIED & SECURED MONEY BACK GUARANTEE

Mobile View

**HELPFUL TIP 2**  
If you ever have multiple units with us, they'll appear here. You'll need to complete steps 4-9 to enroll each unit individually.

## Step 5 - Click "Automatic Payment >>"



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My Account Sign Out Select Language

Account Balance >> Automatic Payment >> Make Payment >> View Payment History >> My Profile >> Email To Site Manager >> Sign Out >>

Account Balance

Name: Address: Unit: Paid Through: Last Payment Date: Total Current Due: Next Payment: Next Payment Due Date:

Access Code:

There are no data records to display.

My Account | sitelink VERIFIED & SECURED MONEY BACK GUARANTEE

## Step 6 - Read and check the authorization statement.

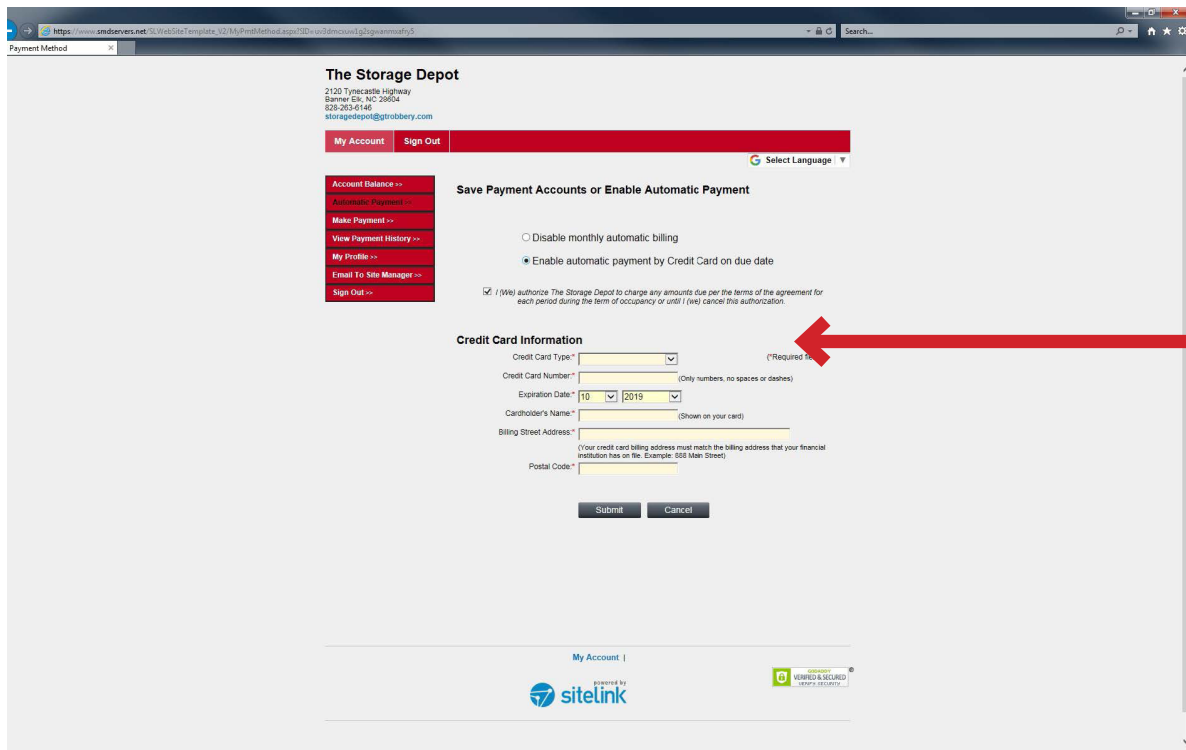
The screenshot shows the 'Payment Method' page on the 'The Storage Depot' website. The page header includes the company name, address (2120 Tynecastle Highway, Banner Elk, NC 28604), phone number (828-263-6146), and email (storagedepot@grobberny.com). A navigation bar contains 'My Account' and 'Sign Out' links. A sidebar on the left lists account management options: 'Account Balance', 'Automatic Payment', 'Make Payment', 'View Payment History', 'My Profile', 'Email To Site Manager', and 'Sign Out'. The main content area is titled 'Save Payment Accounts or Enable Automatic Payment' and contains two radio buttons: 'Disable monthly automatic billing' (selected) and 'Enable automatic payment by Credit Card on due date'. Below these is a checkbox for authorization, which is checked. A red arrow points to this checkbox. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer includes the 'My Account' link, the 'sitelink' logo, and a 'VERIFIED & SECURED' badge.

**HELPFUL TIP 3**  
Be sure to follow Steps 6 & 7 in order or the form will not allow you to proceed.

## Step 7 - Check the button next to, "Enable Automatic payment by Credit Card on due date."

The screenshot shows the 'Payment Method' page on the 'The Storage Depot' website, with the 'Enable automatic payment by Credit Card on due date' radio button selected. A red arrow points to this button. Below the radio buttons is a checkbox for authorization, which is checked. The 'Credit Card Information' section contains several fields: 'Credit Card Type' (dropdown), 'Credit Card Number' (text input), 'Expiration Date' (month/year dropdowns), 'Cardholder's Name' (text input), 'Billing Street Address' (text input), and 'Postal Code' (text input). Each field has a small note indicating required format or content. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer includes the 'My Account' link, the 'sitelink' logo, and a 'VERIFIED & SECURED' badge.

## Step 8 - Complete the "Credit Card Information" form.



The Storage Depot  
2120 Tynecastle Highway  
Banner Elk, NC 28604  
828-263-6146  
storagedepot@gtrobbery.com

My Account Sign Out Select Language

Account Balance >>  
Automatic Payment >>  
Make Payment >>  
View Payment History >>  
My Profile >>  
Email To Site Manager >>  
Sign Out >>

Save Payment Accounts or Enable Automatic Payment

☐ Disable monthly automatic billing  
☒ Enable automatic payment by Credit Card on due date

☒ I (We) authorize The Storage Depot to charge any amounts due per the terms of the agreement for each period during the term of occupancy or until I (we) cancel this authorization.

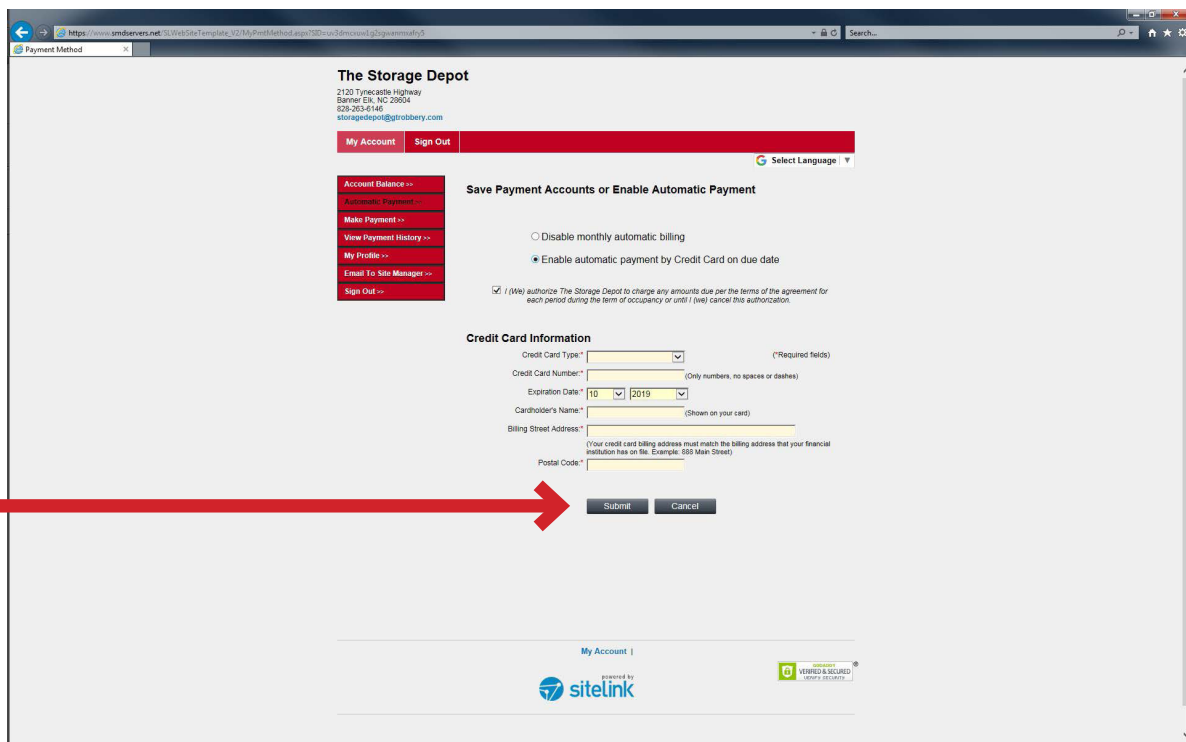
**Credit Card Information**

Credit Card Type\* (Required field)  
Credit Card Number\* (Only numbers, no spaces or dashes)  
Expiration Date\* 10 2019  
Cardholder's Name\* (Shown on your card)  
Billing Street Address\* (Your credit card billing address must match the billing address that your financial institution has on file. Example: 888 Main Street)  
Postal Code\*

Submit Cancel

My Account |  
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SECURE VERIFIED & SECURED VERIFY A SECURITY

## Step 9 - Click "Submit"



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storagedepot@gtrobbery.com

My Account Sign Out Select Language

Account Balance >>  
Automatic Payment >>  
Make Payment >>  
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Save Payment Accounts or Enable Automatic Payment

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Submit Cancel

My Account |  
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SECURE VERIFIED & SECURED VERIFY A SECURITY