



FLEXIBLE STORAGE. BUILT FOR BUSINESS.

Equipment Return Guide

Return Standards & Inspection Requirements

Returning Your Equipment

This guide sets the minimum condition for returning ACT Lease trailers, storage containers, and other leased units (collectively, equipment). Following these standards helps speed inspection and may reduce delays or repair charges.

Damage beyond normal wear may be charged as allowed by your Lease Agreement.

IMPORTANT

These examples are not exhaustive. Requirements may vary by equipment type, configuration, and Lease Agreement. ACT Lease may identify additional Customer-responsible damage or deficiencies during inspection.

Before You Return Your Equipment

- Clean and empty the unit; remove cargo, trash, debris, and residue.
- Confirm doors, hinges, latches, locks, and seals operate properly.
- Check the roof, walls, floor, frame, and structural members for damage.
- Confirm the unit is wind- and watertight.
- Return all original components, accessories, and ACT Lease-provided items.
- Test lights, electrical components, and landing gear, if equipped.
- Confirm tires, wheels, brakes, and suspension are safe, if applicable.
- Ensure road-going equipment meets applicable DOT requirements.
- Remove Customer decals and adhesive; report contamination, odors, or damage.

General Return Requirements

- Safe: Safe to handle, access, transport, and use.
- Operational: Installed systems, doors, locks, and hardware function as intended.
- Structurally Sound: No damage affecting strength, security, weather resistance, or serviceability.
- Clean: Free of cargo, debris, residue, hazardous materials, and contamination.
- Complete: All original components and ACT Lease-provided items are present.

Customer Tip

Inspect the equipment before return and report damage or missing components in advance.

Return Standards

The following standards identify the minimum condition expected at return.

Standards Applicable to All Equipment

Roof	No holes, punctures, leaks, separation, or structural damage.
Walls & Side Panels	No punctures, tears, excessive dents, separation, or structural damage.
End Walls	Structurally sound and free of major damage.
Doors & Hardware	Doors open, close, latch, and lock properly; all hardware is present.
Door Seals	Present, properly attached, and capable of maintaining a weather-resistant enclosure.
Floor	No broken boards, soft spots, holes, delamination, contamination, or major equipment damage.
Frame & Structure	No cracks, bends, or separation affecting safety or serviceability.
Interior & Exterior	Clean, empty, and free of residue, odors, unauthorized markings, or modifications.
Original Components	All ACT Lease-provided components and accessories are present and properly installed.

Additional Trailer Standards

Landing Gear	Operational; no bent, damaged, or missing components.
Tires & Wheels	DOT compliant and free of unsafe wear or damage.
Brakes & Suspension	Fully operational and safe for highway use.
Lights & Electrical	Required lights operate and wiring is intact.
DOT Tape & Reflectors	Present, properly positioned, and serviceable.
Coupling Components	Kingpin, upper coupler, and related parts are serviceable.

Additional Container Standards

Door Locking System	Locking bars, cams, retainers, handles, and lock boxes are present and operational.
Corner Posts & Castings	Free of cracks, significant bends, separation, or structural damage.
Base Rails & Crossmembers	Structurally sound; no significant bends, breaks, failure, or separation.
Vents	Present, unobstructed, and undamaged, if equipped.
Container Security	Doors close securely and the unit can be properly locked.

Applicability: Trailer- and container-specific requirements apply only to that equipment type. Any installed component must still be returned in safe, operational, and serviceable condition.

Customer Responsibilities & Return Process

Normal Wear & Chargeable Damage

Normal wear is the gradual deterioration expected from proper use. Damage, contamination, missing components, and unauthorized alterations are not normal wear.

Normal Wear

- Minor paint fading, light scratches, small chips, and surface oxidation.
- Small cosmetic dents that do not affect operation, security, weather resistance, or structural integrity.
- Ordinary wear to doors, handles, and hardware that remain fully operational.
- For trailers: tire and component wear that remains within safe and legal limits.

Examples of Chargeable Damage

- Hazardous-material contamination; excessive dirt, debris, residue, stains, or odors.
- Forklift, machinery, impact, improper loading, lifting, towing, or placement damage.
- Missing equipment, accessories, doors, hinges, locks, seals, or other components.
- Roof holes or leaks; punctured walls; damaged structure; broken, soft, or contaminated flooring.
- Unauthorized holes, welding, painting, shelving, wiring, or other modifications.
- For trailers: bent landing gear; damaged lights or wiring; unsafe tires, wheels, brakes, or suspension; missing DOT items.

Customer Responsibilities

Customers must return ACT Lease equipment in the condition required by the Lease Agreement.

- Equipment is clean, empty, and free of cargo, debris, residue, and objectionable odors.
- All original components and ACT Lease-provided accessories are installed or otherwise returned.
- Customer decals, stickers, markings, and adhesive residue have been removed.
- Equipment is free of hazardous materials and contamination.
- Customer-performed repairs restore the unit to a safe, structurally sound, commercially acceptable condition.
- Damage, missing components, contamination, or operational issues are reported before return.

Inspection & Repair Charges

ACT Lease may inspect equipment before, during, and after the lease term. If cleaning, repairs, replacement parts, or other corrective work is required, ACT Lease may complete or arrange the work and invoice the Customer as permitted by the Lease Agreement.

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| Repair charges may include: | <ul style="list-style-type: none">• Replacement parts• Labor• Transportation• Outside vendor services | <ul style="list-style-type: none">• Cleaning or disposal fees• Applicable taxes• Reasonable administrative expenses |
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Customer Tip

Report damage or contamination before return, and confirm the equipment is empty, accessible, secure, and ready for inspection or transport.