



Doing Business With Mobile Mini

We're dedicated to making doing business with Mobile Mini secure and simple for you. Inside you will find detailed information related to invoicing, payments and insurance.

Invoice Services and Payment Options

EFFECTIVE MAY 1, 2021

Electronic delivery is the most efficient option to receive your invoices, although you still have the option to receive paper invoices. To ensure electronic delivery of your invoices, consider setting up a generic email that can be monitored by more than one of your employees.

Billing Cycle:	Mobile Mini generates invoices on the first day of the rental cycle. The day you take delivery generally determines the start of your rental cycle. Each subsequent billing cycle, Mobile Mini will send an invoice which is due according to your terms. Our standard billing cycle is 28 days, and our standard payment terms are Net 10.
Purchase Orders:	If your invoice requires reference to a purchase order, please submit a copy of your purchase order to purchaseorders@mobilemini.com .
Sales Tax:	To claim exemption from sales tax assessment, please email a copy of your valid sales tax exemption or direct pay authorization to billingres@mobilemini.com . Customers may remain liable for sales taxes imposed prior to Mobile Mini's receipt of valid exemption documentation.
Paper Check Fee:	Payments received by check may be subject to a \$10.00 paper check fee, applied to your account. There is one fee per check received. This charge does not apply to ACH or credit card payments made on our MM Connect portal.
Interest Charges:	If payments are not received within the agreed upon terms, the balance due will be subject to interest charges at 1.5% per month, per past due invoices on each contract.
Late Charges:	If payments are not received within the agreed upon terms, a late charge of \$35.00 per delinquent contract will be applied to your next cycled invoice on that contract.
Personal Property Fee:	Mobile Mini charges a fee on storage containers in states that have a personal property tax as a cost of doing business in those states.
Other Fees and Charges:	Mobile Mini charges a fee on storage containers in Arkansas, California, Colorado, Michigan, Missouri and Nevada related to the cost of doing business in those states.

PAYMENTS

Electronic funds transfers (ACH), bank to bank, are the most efficient and cost-effective way to make payments. For customers that prefer other payment methods, payments can also be made by credit card or ACH via MM Connect, our secure online payment portal, or by traditional paper checks mailed to the appropriate lockbox address below. Please do not send checks to any other address other than our lockboxes. Regardless of the payment method you choose, we are always here to help. Paper check processing fees may apply.



Mobile Mini Invoices:	Remit payments directly to Mobile Mini for all invoices issued by Mobile Mini. (Payment options are listed further on in this document).
Lien Waivers:	Submit all lien waiver requests and questions directly to: lienrelease@mobilemini.com . Please keep in mind that Mobile Mini does not routinely place liens on properties.



Invoice Services and Payment Options

PAYMENT OPTIONS

1. Direct Payment <i>Preferred Method</i>	<p>Electronic payment initiated by your Accounts Payable department through your bank. When paying via ACH, a remittance advice must be sent to cashdept@mobilemini.com at the time of payment for accurate posting.</p> <table><tr><th data-bbox="475 510 669 533">USD PAYMENTS</th><th data-bbox="930 510 1208 533">CANADIAN PAYMENTS</th></tr><tr><td data-bbox="475 562 873 829">Bank Name: JP Morgan Chase Bank Bank Address: 201 N Central Ave, 21st Floor Phoenix, AZ 85004 Account Name: Mobile Mini Solutions ABA Routing: 122100024 Account: 11803036 SWIFT Code: CHASUS33 Wire Routing: 021000021</td><td data-bbox="930 562 1461 892">Bank Name: Bank of America National Association, Canada Branch Bank Address: 181 Bay Street, 5th Floor Toronto ON M5J 2V8 Account Name: Williams Scotsman of Canada Inc. (Mobile Mini of Canada ULC) Account Currency: Canadian Dollars Account Number: 47183222 Bank ID: 241 Bank Transit: 56792 SWIFT Code: BOFACATT</td></tr></table>	USD PAYMENTS	CANADIAN PAYMENTS	Bank Name: JP Morgan Chase Bank Bank Address: 201 N Central Ave, 21st Floor Phoenix, AZ 85004 Account Name: Mobile Mini Solutions ABA Routing: 122100024 Account: 11803036 SWIFT Code: CHASUS33 Wire Routing: 021000021	Bank Name: Bank of America National Association, Canada Branch Bank Address: 181 Bay Street, 5th Floor Toronto ON M5J 2V8 Account Name: Williams Scotsman of Canada Inc. (Mobile Mini of Canada ULC) Account Currency: Canadian Dollars Account Number: 47183222 Bank ID: 241 Bank Transit: 56792 SWIFT Code: BOFACATT
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2. Online Payment	<p>Mobile Mini offers a self-serve option for you to view, print, and pay your invoices free of charge</p> <p>The MM Connect customer portal allows you to:</p> <ul style="list-style-type: none">• Easily import and download information• View, print and pay invoices online via ACH or credit card• Pay multiple invoices at once• Make an online payment, review invoices, or sign up for electronic invoicing• Enable automatic recurring payment using the Auto Pay feature <p>To enroll, all you need is your account name and number, or the last four digits from a payment method on file.</p> <p>MM Connect Portal: portal.mobilemini.com</p> <p>Any questions or problems regarding your account can be addressed by our dedicated customer service team. Contact us directly at 800-456-1751 or at mobilemini.com.</p>				
3. Paper Check Payment*	<p>Please mail all paper check payments directly to Mobile Mini's lockbox address:</p> <table><tr><th data-bbox="475 1493 669 1516">USD PAYMENTS</th><th data-bbox="963 1493 1240 1516">CANADIAN PAYMENTS</th></tr><tr><td data-bbox="475 1543 699 1623">Mobile Mini P.O. Box 650882 Dallas, TX 75265-0882</td><td data-bbox="963 1543 1187 1652">Mobile Mini ULC c/o 911630 P.O. Box 2090 STN A Toronto, ON MSW OE9</td></tr></table> <p><i>*Paper check processing fees may apply.</i></p> <p>If you have any questions or need additional assistance, contact our customer service team at 1-800-456-1751 or billingres@mobilemini.com.</p>	USD PAYMENTS	CANADIAN PAYMENTS	Mobile Mini P.O. Box 650882 Dallas, TX 75265-0882	Mobile Mini ULC c/o 911630 P.O. Box 2090 STN A Toronto, ON MSW OE9
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Customer Insurance Certificate Requirements

INSURANCE REQUIREMENTS

Lessor Requirements:	<p>If you do not wish to participate in our Loss Limitation Waiver (LLW Program), Mobile Mini requires evidence of property coverage for all equipment and value added products. Please see below for the attached Insurance Certificate Requirements. Learn more about our LLW Program at mobilemini.com/content/limited-liability-waiver</p> <p>In addition, evidence of General Liability is required as listed below. Please direct all insurance related inquiries to: insurance@mobilemini.com</p>
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Certificate Type	Acceptable	Required Amount Per Occurrence	Other Requirements	Mobile Mini Must Be Listed As	NOT Acceptable Coverage Types
General Liability	<ul style="list-style-type: none">• General Liability	<ul style="list-style-type: none">• \$1,000,000	<ul style="list-style-type: none">• Policy Number• Coverage Term• Our Customer has to be the insured.	<ul style="list-style-type: none">• Certificate Holder• Additional Named Insured	<ul style="list-style-type: none">• Personal Liability• Auto Liability• Worker's Compensation
Property	<ul style="list-style-type: none">• Inland Marine• Contractor's Equipment• Equipment Floater• Renters or Rental Equipment• Scheduled Equipment• Special or Special Perils	<ul style="list-style-type: none">• Full Replacement Value	<ul style="list-style-type: none">• Policy Number• Coverage Term	<ul style="list-style-type: none">• Certificate Holder• Loss Payee	<ul style="list-style-type: none">• Personal Property

Note: If you require a Mobile Mini certificate of insurance, please email: riskmanagement@mobilemini.com

INSURANCE GLOSSARY

Blanket Coverage:	Provides insurance coverage for all units the customer is renting leasing from Mobile Mini, Inc.
Individual Coverage:	Provides insurance coverage for specific units or locations.
Additional Insured:	Additional insured for liability and Loss Payee for property enables Mobile Mini to work directly with the customer's insurance carrier in the event of a claim.

This document is provided for informational and convenience purposes only and does not constitute a contract. Provisions in this document are subject to change. Customers are advised to refer to their lease agreement for details concerning required insurance coverage as the provisions in the lease agreement take precedence. Mobile Mini is not an insurance provider or broker so customers should refer any questions regarding insurance coverage, type or definitions to their agent / broker or provider.



Customer Support and Service

Our people, our temporary offices, portable storage and containment solutions, and our network of locations – everything about Mobile Mini is Ready to Work. So let's get started!



Give us a call at: 1-800-456-1751

- For Service related requests, please select option 1.
- For Sales related requests, please select option 2.



You can also chat on our website:
mobilemini.com/customer-care





888-284-0614 | [MobileMini.com](https://www.MobileMini.com)

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