



THE COMPLETE GUIDE TO WAREHOUSE STORAGE





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Introduction

When it comes to storing stock or supplies for your business there are a wide range of options and the choice can be confusing. Depending on what you need to store and how much, there may be some options that are more suitable than others. There's also a variety of other factors to consider such as location that may not be absolute necessities but all play a part in your final decision.

We understand that as a business you can't afford to get it wrong. That's why we've put all our expert storage knowledge to good use in this handy guide. It has everything you need to know about choosing the best business storage solution for your warehouse needs.

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TYPES OF WAREHOUSE STORAGE

There are two main options when you need to store stock or supplies for your business, whether its space to store stock your online business or taking deliveries from suppliers.



WAREHOUSE BUILDINGS

You can rent or lease a dedicated warehouse space. This option usually includes a longer term contract especially if it's leasehold. It usually also means you are partly or wholly responsible for the entire building which typically entails certain business rates, maintenance costs, security and additional insurance.

- Large spaces for lots of stock
- Access the building when you want
- Run the space however you like
- High risk long term contracts
- High up front costs & additional costs
- Usually out-of-town locations



STORAGE SOLUTIONS

Storage solutions are an alternative to renting or leasing entire warehouse buildings. They can usually be paid for monthly and don't have any long contract tie-ins although you can choose to pay up front. They usually offer better central locations but are subsequently also limited in space so are more suited for mini-warehousing.

- Flexible contracts & storage sizes
- Typically includes all costs & services
- Convenient central locations
- More limited on space
- Might have limited loading/ unloading
- Access & run according to the facility










Choosing your warehouse solution

BUDGET

There are a few things to consider when choosing whether a traditional warehouse solution or mini-warehousing with business storage is the right choice for you. The first consideration is your budget. If you have a very strict budget, then you might have to sacrifice on some areas to make sure you secure the things that are absolutely necessary for you. That might be a certain size or level of security that means you sacrifice on location or space.

If you're more flexible with your costs then you'll still need to consider how much risk you can or are willing to take on getting the warehouse solution that you need. You'll still need to make sure that your solution is cost-effective, so you may need to think about the most economical way to get everything you need.

Use the below checklist to help make sure you have thought about all your costs and plan your budget. Remember, there could be more here that we haven't mentioned depending on your needs.

<input checked="" type="checkbox"/> ITEM	 COST
<input type="checkbox"/> Monthly or yearly cost	 _____
<input type="checkbox"/> Equipment (racking, pallet trucks)	 _____
<input type="checkbox"/> Security (cameras, personnel)	 _____
<input type="checkbox"/> Insurance (building, contents)	 _____
<input type="checkbox"/> Maintenance	 _____
<input type="checkbox"/> Business rates	 _____
<input type="checkbox"/> _____	 _____
<input type="checkbox"/> _____	 _____

WHAT YOU'RE STORING

What you're storing can immediately be the deciding factor on which solution is right for you. With dedicated warehouse storage you can store what you like, you just may need to look at specialist warehouses in some cases such as ambient facilities. With storage solutions, you are limited on what you can store as there are some things that they are not designed for. At Space 4U, for example, we can't store the following. You should always check with your solution.



Firearms, ammunitions and other dangerous weapons

Even if they're legal and licensed these items should be kept in a specialist facility with climate-controlled environments.



Live plants

Living plants attract insects and vermin that is a big no for our health and safety, but storage units are also extremely poor climates for plants so you wouldn't want to store them here anyway



Cash and securities

There are specialist places to make sure cash is kept securely such as a safe deposit box.



Illegal substances

Drugs, explosives and any stolen goods are illegal to store just as they are anywhere else.



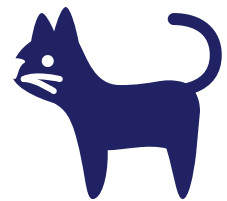
Combustible, flammable, hazardous or toxic materials

This includes gasoline, compressed gas, propane tanks, kerosene, lamp and motor oils, acid, grease, corrosives, fertilizers, paint, cleaners, chemicals, biological waste, anything with asbestos and so on.



Radioactive materials

Radioactive materials have extremely strict storing and disposal requirements that are legal to adhere to and is only provided by specialist facilities.



Animals and humans

You'd be surprised how many people consider leaving their pets in a 'holiday' storage unit.



Garbage

Unsurprisingly we're not too keen on having your rubbish lying around! Rubbish is also a huge health and safety risk as it can attract insects and vermin.

Choosing your warehouse solution

SIZE OF SPACE NEEDED

You will also need to consider how much you need to store. Again, quantity can be a deciding factor for your solution. Even if what you're storing is accepted in a storage facility, you may simply need to store more than they have to offer.

There are also some other considerations that may effect the size of space you need. Take a look below.

SEASONAL CHANGES

Seasonal changes can have a significant impact on how much space you need month to month. Over busy periods you may need twice as much as usual while low seasons could mean you don't need as much. You need to weigh up the cost of paying for all the space you need for peak seasons and subsequently having to cover these costs during quiet periods or opting for a smaller space but potentially paying for overflow during peak times. Ideally, a flexible space that can scale up or down to meet your needs will save you money.



GROWTH OF BUSINESS

You should also think about the growth of your business. Do you expect to grow in the next year or two or even experience rapid growth over the next few years? This will impact how much space you might need to expand to in a few months time, a years time and beyond. If you expect regular rapid growth then you might need a flexible solution that can scale up with your demands easily and cheaply.

CONTRACT OPTIONS

The contract option that's right for you will depend on the level of risk you can take as well as your budget and business set up. Warehouses for rent or on lease are more likely to have long-term contracts with up front costs while storage solutions are more likely to have flexible contract types that you can pay monthly and don't have to tie-in for a long term. Consider the following when you looking for your space and evaluating the available contracts.



LENGTH OF CONTRACT

If you plan on using your space for the foreseeable future then a long term tie for months or even years might be suitable for you but businesses tend to seek shorter term contracts as business can be unpredictable and they are less risky.



TYPE OF PAYMENT

There are stipulations on the frequency of payment. Up front costs means you can rely on your space for a set time but many businesses can't afford this large lump sum. Monthly payments are generally more sought after and affordable.



FLEXIBILITY

The ideal scenario is a storage solution that lets you pay up front or in one go and extend your contract when you need it. In these instances, you might get a deal on paying in one instead of monthly and benefit from flexibility.

✓ FLEXIBLE MINI-WAREHOUSING

At Space 4U we offer flexible mini-warehousing with no long term tie-ins, affordable monthly payments and 24/7 access to our completely secure facility. Discover how else we could help your business.

[Find out more >](#)



LOCATION & SECURITY

Finally, you will need to consider location and security when deciding between traditional warehouse space or flexible business storage. Each usually offers very different benefits or draw backs.

TRADITIONAL WAREHOUSING

STORAGE SOLUTIONS

LOCATION

Traditional warehouse spaces are usually out of town and can often be in middle of nowhere. This is because they usually offer more space and so require more land, hence their rural locations. If you value space over all else then this might work for you but it can make it difficult for staff to get in or to operate your business conveniently.

Unlike warehouses, storage facilities are usually located in town centres and some offer very convenient central locations. The drawback for a business storage solution is that their city or town locations can often limit space including the size of storage units available and the outside space available for taking deliveries and parking or unloading vehicles.

SECURITY

With traditional warehouse space you are often responsible for the building and this usually includes security. You may need to consider the additional costs of installing camera, alarm systems and maybe even security personnel. In the past this type of warehouse space has been fairly notorious for break ins but there is some much better technology around that can help.

Storage facilities have to provide a certain level of security and by their nature they often invest in good security. This means that when you pay for a business storage solution you can get state of the art security provided. Some storage facilities however may not have 24/7 access which can make it difficult to run your business according to your needs.

Choosing your storage solution

MINI-WAREHOUSE STORAGE

If you think you would benefit from the no-risk flexibility of a business storage solution for your stock and warehousing needs then you should look out for these added benefits. These considerations could help you run your business more smoothly and even save you money. At Space 4U, we're proud to offer all of the following.



24/7 ACCESS

Secure 24/7 access is essential if you want to be able to operate your business on terms that suit you



INSURANCE

Find out what insurance your storage facility can cover. They can usually even help you with contents insurance



MOVE-IN & LOADING

Town locations can often mean you sacrifice on loading space. Check that there is space for trucks for deliveries



RANGE OF UNITS

A wide range of unit sizes is essential if you're looking for flexibility for seasonal demands or other needs



ON SITE TEAM


A friendly on site team is great for security plus they might be able to take deliveries while you're away




PALLET TRUCKS

Pallet trucks and trolleys on site available for use can help you take deliveries and save on additional equipment

GET MORE ADVICE & TAILORED STORAGE TODAY

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