# Beaumont Neighborhood Tool Hub How-To

The Houston ToolBank's Beaumont Neighborhood Tool Hub is a modified shipping container with 3 separate storage units. Each unit is secured and locked, accessible with a 4-digit code.



To pick up your order from the Hub, place your order through our Tool Lending Website, and select the "Beaumont Hub" as your pick-up location. Please contact Nancy at Nancy.clippard@toolbank.org or 713-674-0262 for more information.

**Bin location:**
The Hub is located at 1490 N. 7th St., Beaumont, TX 77702 (at Salvation Army).

**How do I know which bin is mine?**
When we schedule your after-hours pick-up or drop-off, we will confirm the use of the bin. At this time we will give you a bin number, and a 4-digit code.

**How does the lock work?**
The 4-digit code we give you at confirmation is your ticket in! First, make sure the knob is vertical, then punch in the 4-digit code, you should hear a quiet click and then you will turn the knob to the left and the door will unlock. To lock the door, repeat the above steps but turn the lock to the right. Please lock the Hub before leaving! **Unlocking Video**



Sometimes our doors can be sticky! Due to Texas weather, sometimes the doorframes shrink and expand. **Push the door inwards with a good amount of pressure with one hand while unlocking the door and the door should open with no problem.**

**Inside the Bin**
For pick-ups, your invoice will be with your items. Your invoice will contain an inventory list of what your organization is borrowing from the ToolBank. It is your responsibility to review your order

and report any errors within 24 hours to nancy.clippard@toolbank.org.

**Borrowing from the ToolBank**
All of our standard tool borrowing policies and fees apply when picking up an order from the Hub. Please review all of our policies and reach out to nancy.clippard@toolbank.org with any questions.

[Tool Lending Program How-To](#)
[ToolBank Fees](#)
[Tool Cleaning Guidelines](#)
[Delivery & Neighborhood Tool Hub FAQ](#)