

APPLICATION FOR RESIDENCY

NOTICE: ALL INFORMATION REQUIRED



COMMUNITY MANAGER USE ONLY:

Community Name: _____ Desired Date of Occupancy: _____

Person Applying: ☐ Resident* ☐ Occupant 18+ ☐ Guarantor* ☐ Live-In Care Giver ☐ Subleasee

* Resident or Guarantor will sign the lease as a responsible party. All others will be listed as additional persons living in the home.

Applying to: ☐ COH Purchase ☐ COH Rental ☐ PMI/Lot ☐ Change-of-Ownership ☐ RV ☐ Sublet ☐ Storage Unit

Home Site/Lot Number: _____ Home Rent: \$ _____ /mo Lot Rent: \$ _____ /mo

Lease Term: _____ Home Deposit: \$ _____ Lot Deposit: \$ _____

(if applicable) Storage Unit # _____ Storage Rent Amount \$ _____ /mo

Application Fee: \$ _____ Paid with: ☐ Check ☐ MO

APPLICANT INFORMATION: EACH ADULT (18+) MUST COMPLETE A SEPARATE APPLICATION

RENTAL HISTORY					
FIRST NAME	M.I.	LAST NAME			
DRIVERS LICENSE NUMBER		DL STATE	SSN	DOB	
CURRENT ADDRESS			CITY	STATE/ZIP	
EMAIL			PHONE		
CURRENT LANDLORD	ADDRESS		PHONE	DATES MM/YY- MM/YY	RENT \$
FORMER LANDLORD	ADDRESS		PHONE	DATES MM/YY- MM/YY	RENT \$
COMMUNITY MANAGER: <input type="checkbox"/> NAME AND BIRTHDATE MATCH ID <input type="checkbox"/> COPY OF ID ATTACHED					
EMPLOYMENT HISTORY					
CURRENT EMPLOYER	GROSS PAY/MONTH		START DATE	END DATE	POSITION
EMPLOYER ADDRESS			CITY/STATE/ZIP		PHONE
PRIOR EMPLOYER	GROSS PAY/MONTH		START DATE	END DATE	POSITION
PRIOR EMPLOYER ADDRESS			CITY/STATE/ZIP		PHONE
COMMUNITY MANAGER: <input type="checkbox"/> EMPLOYMENT & SALARY VERIFIED DATE VERIFIED: _____ <input type="checkbox"/> 2 MOST RECENT PAY STUBS ATTACHED					
NOTES:					
OTHER INCOME – LIST ADDITIONAL INCOME YOU WANT US TO CONSIDER					
AMOUNT		SOURCE			
AMOUNT		SOURCE			
COMMUNITY MANAGER: <input type="checkbox"/> TOTAL GROSS INCOME IS A MINIMUM OF 2.5 TIMES THE MONTHLY RENT AMOUNT <input type="checkbox"/> SUPPORTING DOCUMENTS ATTACHED					

OTHER OCCUPANTS/DEPENDENTS

If other occupants or dependents are 18 years of age or older, they must complete a separate application.

NAME	RELATIONSHIP TO APPLICANT	DATE OF BIRTH
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APPLICANT LOT LEASE INFORMATION

MANUFACTURED HOME INFORMATION –LOT LEASE ONLY					
MAKE/MODEL		SERIAL/VIN/HUD LABEL		YEAR	BED/BATH
SIZE/SQFT					
SIDING TYPE	COLOR	ROOF TYPE	NAME ON TITLE		
LIEN HOLDER(S)		LENDER ADDRESS		LENDER PHONE	
COMMUNITY MANAGER: <input type="checkbox"/> HOME INFORMATION VERIFIED <input type="checkbox"/> COPY OF TITLE ATTACHED					

APPLICANT ADDITIONAL INFORMATION

APPLICANT VEHICLES					
VEHICLE MAKE/MODEL	COLOR	LICENSE PLATE #	STATE		
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REQUIRED EMERGENCY CONTACT INFORMATION: DO NOT LEAVE BLANK					
NAME OF CONTACT	RELATIONSHIP TO APPLICANT	PHONE			
NAME OF CONTACT	RELATIONSHIP TO APPLICANT	PHONE			
HOUSEHOLD PET INFORMATION					
NOTE: No pets are allowed at any time on the premises without prior Management consent. Pets on the banned breed list will not be permitted, NO EXCEPTIONS. If pets are found on the premises without approval, they will be required to leave. MAXIMUM 2 PETS PER HOME.					
PET TYPE (CAT OR DOG)	PET NAME	BREED	WEIGHT		
PET TYPE (CAT OR DOG)	PET NAME	BREED	WEIGHT		
COMMUNITY MANAGER: <input type="checkbox"/> PETS MEET THE COMMUNITY CRITERIA: NO MORE THAN 2 PETS, NO BANNED BREEDS. SERVICE ANIMALS REQUIRE SEPARATE FORM.					

DISCLOSURES

Please answer the following questions.

NO	YES	
<input type="checkbox"/>	<input type="checkbox"/>	Known by any other name(s)? List: _____
<input type="checkbox"/>	<input type="checkbox"/>	Convicted for the illegal manufacture or distribution of a controlled substance? Describe: _____ State and year of conviction: _____
<input type="checkbox"/>	<input type="checkbox"/>	Prior evictions? Describe: _____
<input type="checkbox"/>	<input type="checkbox"/>	Criminal convictions; misdemeanors and/or felonies? (<i>"Yes" answer DOES NOT automatically disqualify you</i>) Describe: _____ State and year of conviction: _____

PROPERTY MANAGEMENT RESERVES RIGHT TO DENY RESIDENCY IF:

- You misrepresent information on this application. If ANY misrepresentation is discovered, your rental agreement may be terminated.
- Your background check includes drug and other criminal activity, convictions, prior evictions and unsatisfied judgements.
- Your credit check shows an unsatisfactory record.
- Any other lawful reason.

REASONABLE ACCOMMODATIONS

If a resident, applicant/prospective resident, or someone associated with a resident has a disability, they may make a written request for a reasonable accommodation at any time. Accommodations in rules, policies, practices, or services may be made when such accommodations may be necessary to afford such person equal opportunity to use and enjoy a dwelling. Resident, applicant/prospective resident, or someone associated with a resident acknowledge a housing provider can deny a request for a reasonable accommodation if it would impose an "undue financial and administrative burden" or "fundamentally alter the nature of the provider's operations."

Service and assistance animals are permitted in accordance with FHA laws. A letter from a licensed mental health or medical provider may be requested to explain the service or assistance the animal provides to the resident. A separate form must be filled out and submitted to Community Management for the reasonable accommodation of the service or assistance animal.

Please contact the Community Manager to get a copy of the reasonable accommodation policy and the necessary forms for you to complete and return. Community Management will provide a timely written response to your request for a reasonable accommodation.

CERTIFICATION AND AGREEMENT – *Read carefully.*

A **non-refundable** screening fee of \$_____ applies (*\$25 maximum per person*). A security deposit is required against damages or loss to Site and/or Home, and the security deposit must be paid prior to the applicant moving into Home and/or Site. The security deposit cannot be used as the last month's rent.

APPLICANT STATES: The information provided is true and correct. I understand that if my application is accepted, any false statements on or omissions from this application may result in eviction. Landlord and its agents are authorized to investigate my personal history, previous rental history, financial and credit record through any investigation agency or bureaus of Landlord's choosing. I understand Landlord may also use state court records and the sex offender registry.

I understand that criminal history which indicates that an applicant's tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy would result in substantial physical damage to the property of owner or others will result in rejection of the application. Such criminal history may include, but is not limited to, sexual assault or other sex related crimes, the sale or manufacture of illegal drugs, crimes against persons, burglary or theft.

I hereby authorize anyone contacted by Landlord or its agents to release my credit and personal information to them at any time for the purposes of entering into and continuing to offer or collect on any agreement or credit extended.

I understand that a security deposit, earnest money deposit, or cleaning fee, if any, will be returned if my application is not accepted; however, the screening fee is **nonrefundable**. I acknowledge that I have been given copies of the Rental Agreement, Rules and Regulations, and Nonstandard Rental Provisions (*if applicable*).

I understand that the Community premises are limited to the use and occupancy of Applicants and other approved Occupants/ Dependents/ Guarantors/ Live-In Care Givers as listed on this application, without any right by me to sublet or assign any portion of the COH or Site without Landlord's written consent.

IF MY APPLICATION IS APPROVED, I AGREE TO COMPLY WITH ALL LEASE TERMS AND ALL COMMUNITY STANDARDS (OR RULES AND REGULATIONS), INCLUDING ALL AMENDMENTS.

PRINT APPLICANT NAME

APPLICANT SIGNATURE

DATE

COMMUNITY MANAGER: THE FOLLOWING DOCUMENTS MUST BE UPLOADED TO THE APPLICANT'S ACCOUNT PAGE AS AN ATTACHEMENT IN THE DATA SECTION:

☐ APPLICATION ☐ DRIVER'S LICENSE COPY ☐ INCOME VERIFICATION COPY ☐ TITLE COPY (PMI/LOT LEASE ONLY)

SIGNATURE: _____

DATE: _____



Equal Housing Opportunity
We do business in accordance with Federal, State, and Local Fair Housing Laws.

It is illegal to discriminate against any person because of race, color, national origin, religion, sex, disability, or familial status.