

EFFECTIVE APRIL 1, 2023

**HILLTOP MOBILE VILLAGES  
304 TRENTON ROAD  
BROWNS MILLS, NEW JERSEY 08015**

**RULES AND REGULATIONS**

THESE RULES AND REGULATIONS ARE INTENDED TO CONVEY TO YOU CERTAIN USEFUL INFORMATION ABOUT THE FACILITIES AND OBJECTIVES WHILE YOU ARE A TENANT OF HILLTOP MOBILE VILLAGE. THEY ARE INTENDED FOR THE GENERAL WELFARE, SAFETY AND COMFORT OF ALL WHO RESIDE HERE.

HILLTOP MOBILE VILLAGE ASPIRES TO BE ONE OF THE FINEST MOBILE HOME COMMUNITIES IN THE REGION. LOCAL OFFICIALS AND AREA RESIDENTS TAKE PARTICULAR NOTE OF THE APPEARANCE OF COMMUNITIES SUCH AS OURS, AND CAREFULLY SCRUTINIZE THEIR CONDITION. WHEN YOU ARE ACCEPTED AS A TENANT, YOU ACCEPT THE OBLIGATION OF MAINTAINING YOUR HOME, SITE, AND COOPERATE WITH OUR POLICIES TO KEEP IT CLEAN, SANITARY, ORDERLY AND BECOME AN ASSET TO THE COMMUNITY, AS WELL AS THE TOWNSHIP OF PEMBERTON. YOU AGREE TO ABIDE BY THE LAWS OF THE STATE AND LOCAL GOVERNMENT.

PLEASE EXAMINE CLOSELY - THESE RULES AND REGULATIONS CONTROL YOUR RIGHTS TO TENANCY IN THIS PARK AND ALSO YOUR RIGHTS IN THE EVENT OF EVICTION. IF YOU REFUSED OR ARE NOT INCLINED TO EXECUTE A WRITTEN LEASE OFFERED BY MANAGEMENT, THESE RULES AND REGULATIONS ARE THEREIN THE REGULATORY CONTROL EXERCISED BY MANAGEMENT HEREOF, AND ARE BINDING UPON YOU, THE TENANT.

THESE RULES AND REGULATIONS WILL REMAIN IN FORCE AND EFFECT UNTIL SUCH OR UNLESS MANAGEMENT PROVIDES NEW REGULATIONS IN LIEU THEREOF. ANY VALIDATION OF ANY PART OF THESE RULES AND REGULATIONS BY COURT ORDER SHALL IN NO WAY AFFECT ANY OF THE OTHER PROVISIONS HEREOF. MANAGEMENT RESERVES THE RIGHT TO AMEND OR REVISE THESE REGULATIONS PROVIDED SIXTY (60) DAYS NOTICE IS GIVEN TO TENANTS AND SUCH AMENDMENTS OR REVISIONS WILL BE POSTED IN THE PARK OFFICE AND SHALL BECOME CURRENT RULES AND REGULATION SIXTY (60) DAYS AFTER NOTICE HAS BEEN GIVEN. THESE RULES AND REGULATIONS ARE BINDING WHETHER SIGNED FOR OR NOT BY EACH TENANT AND OCCUPANT. THIS DOCUMENT IS POSTED IN THE VIEW OF GENERAL PUBLIC AT THE PARK OFFICE.

**DEFINITION:** PARK - are the lands and property of HILLTOP MOBILE VILLAGE.  
MANAGEMENT - is HILLTOP MOBILE VILLAGE, a.k.a. Landlord.  
TENANT – Titled owner of mobile home, located on landlord's property, a.k.a. You.  
OCCUPANT – Registered Individual permitted to reside in mobile home as agreed.

**GENERALLY: IF THE TENANT FAILS TO COMPLY WITH THE LEASE AND RULES AND REGULATIONS IT WILL BE ENFORCED THROUGH OUR ATTORNEY. A CEASE LETTER WILL BE SENT FROM OUR ATTORNEY AND ALL FEES INCURRED BY THE LANDLORD TO ENFORCE SAME WILL BE BILLED TO YOU AS ADDITIONAL RENT. ALL FUNDS PAID OUT BY LANDLORD ON BEHALF OF A TENANT SHALL BE PAYABLE AS ADDITIONAL RENT BY TENANT.**

**RENT**

The rent provided for shall be paid and is due in advance on the first (1<sup>st</sup>) day of each month at HILLTOP MOBILE VILLAGE, 366 North Broadway, Suite 407, Jericho, New York 11753. Management need not give notice to pay the rent. Rent must be paid in full, and no amount subtracted from it. Rent is late if received after the fifth (5<sup>th</sup>) of the month. If rent is not paid by the fifth (5<sup>th</sup>) day of the month, a late charge of fifty dollars (\$50.00) or 10% of the monthly base rent (whichever is greater) shall be imposed. Persons receiving Social Security, Old Age Pensions, Railroad Retirement Pensions or other governmental pensions in lieu of Social Security or Social Security Disability Benefits of SSI or benefits under Work First NJ have a five (5) business day grace period to pay rent before late fees are due. All fees and charges under this lease and Rules and Regulations are due and payable as ADDITIONAL RENT. If rent continues to be late more than two (2) consecutive months, the resident will receive habitual late notices to cease and if it continues, to quit and may be evicted for late payments. A fee of fifty dollars (\$50.00) will be charged as ADDITIONAL RENT for each check returned by the bank, or credit union for non-sufficient funds or stop payment. This provision shall not serve as a waiver of the Landlord's right to receive the rent on the first (1<sup>st</sup>) of each month or to initiate eviction proceedings based upon non-payment, late payment or habitually late payments of rent.

Payment shall be by money order and shall be made payable to Hilltop Mobile Village. Management may agree, from time to time, to accept some other form of payment. Such acceptance does not waive any further rights to demand payment by money order. Acceptance of other forms of payment shall not change tenancy. Other forms of rent payments are Check, Automatic Withdrawal (ACH) from a valid account, Debit Card and/or Credit Card or through our online portal at [www.hilltopmobilevillage.com](http://www.hilltopmobilevillage.com). All Automatic Withdrawals (ACH) will occur on the first (1<sup>st</sup>) of every month unless Management receives a written request for special accommodation. Upon notification from the financial institution that a transaction failed, the Tenant will have two (2) business days to remedy by cash, money order or certified funds, payable in the park office. All credit card transactions shall be charged a convenience fee equal to the amount charged by the processing company up to the total amount charged; debit card transactions shall be charged a convenience fee equal to the amount charged by the processing company up to the total amount charged. Online portal payments are offered as a convenience and access may be removed if an account is delinquent. Landlord will not accept automatic withdrawals or credit cards after one notification of declined or NSF (non-sufficient funds) rent payments must be made in by office with a money order or cash payment. If a check is returned Management will no longer accept payment by check.

Any form of payment returned, for any reason, will incur a fee of fifty dollars (\$50.00) as ADDITIONAL RENT. All security deposit payments must be made at the park office as a separate payment by cash, check or money order. Tenancy can only be changed by formal application and approved by Landlord. ALL UNPAID BALANCES FROM PREVIOUS YEAR(S) MUST BE PAID PRIOR TO ISSUANCE OF A NEW LEASE FOR THE COMING YEAR

1. **RESERVED**
2. **RESERVED**

3. **Yearly photos** of all occupants, including pets, are required to be taken at our park office. Tenant must provide copy of current dog license and inoculation form.

4. **TENANT INFORMATION SHEETS:** are required to be filled out yearly or more often if requested and is part of your lease agreement. Emergency and/or non-emergency notifications can be sent out via hand delivery, email or text messages. Tenant must update Management with any change in email or cell phone contact information. Tenant Information Sheets must be returned thirty (30) days from receipt or with the next month's rent payment. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred shall be billed to you as ADDITIONAL RENT. All funds paid out by Landlord on behalf of a Tenant shall be payable as ADDITIONAL RENT by Tenant.

5. If there are changes in Occupancy status, including number of person(s), pet(s), changes to Tenant Information Sheets, vehicles(s), license plate number(s), transfer of Certificate of Title of home, the New York office shall be notified in writing within five (5) business days. **Any modification in resident status that effects billing including number of person(s), pets(s), parking, etc. will take effect within thirty (30) days after written notice is received to allow for adjustments to invoicing.**

6. **HANDLING FEE:** A handling fee may be charged for special requests.

7. **SITE:** Rentals are on a month-to-month or lease basis. If a lease is not in effect, you will be a month-to-month Tenant and your tenancy may be terminated by you or management according to the applicable New Jersey State Law. In the event that the Tenant vacates during a monthly term, the rent for said month shall not be prorated. The home site is rented solely for residential living, in an approved manufactured home. Tenant shall not assign this agreement or sublet the premises or rent rooms out. Removal of any plants or shrubs from a vacant lot or mobile home is prohibited. No prior authorizations are needed to work on or around residential home sites for the purpose of repair, upgrades or maintenance of underground utilities

8. **HOME SALE STANDARDS:** Tenant and/or owner of a Mobile Home currently located at HILLTOP MOBILE VILLAGE and built prior to June 15, 1976, may sell a Mobile Home to a buyer who wishes to have the mobile home remain on the property of HILLTOP MOBILE VILLAGE when the mobile home is in compliance with and meets all the standards set forth in the HUD mandated design and construction standards, and in the Township, County and State regulations. If the mobile home fails to meet said standards it may be sold only to a buyer who removes said mobile home from the property of HILLTOP MOBILE VILLAGE. Example of such important items are as follows: Aluminum wiring adapted and correct outlets for AL/CU codes, Roof repairs as required to support snow loading and protection from collapse, Stairs repaired, Furnace corrections including flu venting.

An inspection of the home, setting and lot will be made prior to granting approval for a home to be sold and remain in the Park. Management may require as a precondition to allow the home to remain at HILLTOP MOBILE VILLAGE upon resale, that the Tenant repair, change or modify the home, any utility building, any addition or other improvement, and/or any aspect of the lot, which is the Tenant's responsibility to maintain, which does not meet the resale standards set forth below. In the event weather conditions prohibit completion of the required maintenance or modifications, an alternative provision may be made.

## **HOME**

Assessing the condition of the home, the following factors must consider habitability:

- A. Exterior appearance must be in good physical shape, free from deterioration and in good working order - no rust or mold, cleanliness and neatness, paint, awnings, three season porches/deck enclosures, gutters, leaders, free from termites, insects and other rodents.
- B. Windows – check operation, cranks, screens, and storm windows
- C. Exterior Doors/Storm Doors – ensure brick mold, door frame and moldings are secure and free from rot, properly functioning and sealed.
- D. Roof – ensure roof has been sealed and repaired with no leaks, if damage is visible inside the home then repairs to ceiling/paneling/drywall need to be completed. Any collapsed ceilings must be properly repaired.
- E. Skirting/Siding – Skirting shall be of approved vinyl or pre-finished aluminum, **same color as the home**, installed vertically with a two-track system, with vent panels every twelve (12) feet. Skirting must be factory designed for mobile home use only. Home shall be completely skirted with material of one color and type with no openings for harborage of wild animals. Any damaged, loose or unsightly skirting/siding must be repaired or replaced.
- F. Steps/Handrails – must be structurally sound and of good appearance. They must be free from rust and structural defect and have code compliant **BOCA** approved handrails and grab rails.
- G. The home must have an approved anchoring system consisting of frame tie-downs.
- H. Plumbing – main house shutoff must be operational, toilet, sink shutoffs must be operational, shower/tub valves must be in good working condition. Heat tape must be properly installed and operational and have fiberglass insulation.
- I. Furnace – must be inspected for safe operation, proper roof jack should be installed, smoke pipe must be free from structural defect
- J. Oil tank must be tested and found free of leaks. Oil tank should be on legs and mounted on concrete pad with plastic tray that would help indicate and protect from any leak. If a leak is found it is the responsibility of the seller and must be cleaned-up prior to sale. Any home with an underground oil tank must be removed before a sale can take place.
- K. Any existing propane tank must be relocated to the rear of the home.
- L. All utility connections shall be professionally examined to determine that they are operating correctly. If they are not, the resident shall make appropriate modifications and they must notify the Park of any updates. Mobile home must pass building, plumbing and electrical inspections.
- M. Water Heater – properly functioning, floor under unit must be free from deterioration, must be properly insulated
- N. Air Conditioning – operational
- O. Smoke detectors/carbon monoxide detectors should be up to date and have lithium-ion batteries. Fire extinguishers must be properly inspected and mounted.
- P. Driveway/Walkway – must be in good condition.
- Q. Shed – must be proper size and in good condition/appearance
- R. Flooring - must be in good condition, free of soft spots
- S. Stove/Range/Hood – must be operational
- T. Electrical – must be code compliant, aluminum wiring must be replaced, no extension cords may be used to relocate permanent mounted light fixtures or ceiling fans.

**9. MANAGER'S LIEN:** Tenant hereby gives to Management a lien (i.e., legal claim) upon any and all property of the Tenant, including but not limited to any mobile home placed upon the leased space. This lien shall be effective as to the amount of any rent or utility charge due or other sums due owing by Tenant at any time during or under this lease or month-to-month tenancy if Tenant shall default in the terms of this agreement.

**10. SECURITY:** Tenant will deposit with Management in the park office one and one-half (1 ½) times one month's rent in a separate payment (check or money order), which is considered ADDITIONAL RENT. It shall be adjusted with the yearly lease renewal to keep the security at one and one-half (1 ½) times one month's rent, which will be due fifteen (15) days prior to the new lease taking effect or before. If added security is not received by this time, we will not countersign your new lease and you will become a month-to-month Tenant at an additional charge per month until the lease is signed. Management will deposit this security and yearly increases in security in an interest-bearing account in your name with Bank of Princeton, 2 Route 31 South Pennington, NJ 08534. An annual statement of account as of December 31 of the current year will be mailed to you. Upon notice of moving, security shall be returned to lessee less any monies owed, as per TRUTH IN RENTING, new legislation.

**11. SECURITY DEPOSITS -** If Landlord sells the Mobile Home Park, Landlord may give the security to the buyer. Tenant will look only to the buyer for the return of the security.

- 12. MEGAN'S LAW STATEMENT:** Under New Jersey Law, the County prosecutor determines whether and how to provide notice of the presence of convicted sex offenders in an area. In their professional capacity, real estate licensees are not entitled to notification by the county prosecutor under Megan's Law and are unable to obtain such information for you. Upon closing, (execution of the lease), the county prosecutor may be contacted for such further information as may be disclosable to you.

**ANY PERSON LISTED AS A LIFETIME REPEAT SEX OFFENDER CANNOT BE A RESIDENT OR GUEST OF A RESIDENT OF HILLTOP MOBILE VILLAGE.**

- 13. MOVING OR CHANGE IN RESIDENCY:** If planning to move out or make any change in residency, including but not limited to persons moving in or out, pets moving in or out, etc., Tenants should notify Management in writing by certified mail received thirty calendar (30) days in advance, prior to lease term expiration date (Date by U.S. Post Office will determine mailing date). You must provide HILLTOP MOBILE VILLAGE with a forwarding address within thirty (30) days prior to your moving out. We charge for services required to remove a mobile home or vacate premises. The professional services from licensed contractors are reimbursable to Hilltop Mobile Village, i.e. Electrician, Plumber, etc.

If the owner of the home passes away and you are an occupant of the home, ownership cannot be transferred without Management's approval and resident screening and approval occurs. Just because a person is an occupant, does not give them ownership even if the home has been left by will or other legal processes. Occupant must apply and be approved for residency. Resident screening shall be submitted within thirty (3) days and if approved, the rent will be increased retroactively to the date of the deceased end of tenancy.

- A. If planning to move out or make any change in residency, including but not limited to persons moving in or out, pets moving in or out, etc. tenants should notify Management in writing by certified mail thirty (30) days in advance, (date by U.S. Post Office will determine mailing date).
- B. The Tenant agrees not to move his mobile home out of the park without first receiving clearance from Management that no monies are presently owed Management by the Tenant. Tenant shall give Management thirty (30) days written notice of his intention to vacate the Park, upon which notice Management shall make such arrangements with Tenant to cooperate in the removal of the mobile home and accessories including fuel tank from the Park.
- C. Hilltop Mobile Village shall be reimbursed for charges for services required to remove a mobile home or vacate premises. Management requires a licensed, insured contractor to remove and/or demolish an existing mobile home from the park. The Homeowner/Estate is required to pay a two-thousand-dollar (\$2000.00) escrow deposit before removal begins. Escrow will be returned after lot is cleaned from all debris. A performance bond may be acceptable in exchange for the escrow deposit money. A lien may be placed on the Estate to compensate for the cost to return the site to its original pre-occupied condition.
- D. Any fuel spill from the removal of an oil tank is the financial responsibility of the Tenant. Tenant must have insurance for fuel spill cleanup. Oil tank is not considered a utility service. Management shall disconnect all utility services from the mobile home, at the cost of the Tenant, which shall be payable prior to Tenant's departure from the Park. Tenant shall secure insurance coverage, Pro-Guard (or like kind) Insurance Coverage to cover the cost of any hazardous waste spill from Tenants fuel tank to protect the Landlord's Property and must be renewed annually.
- E. If home is vacated or abandoned, lot rent is due and owing until the Certificate of Title has been legally transferred to HILLTOP MOBILE VILLAGE and HILLTOP MOBILE VILLAGE has accepted ownership. Until such time, a storage fee equal to the lot rent will continue to be due and owing as STORAGE FEES. If home is abandoned and HILLTOP MOBILE VILLAGE does not accept ownership, the cost (estimated \$6,000.00-\$10,000) of removal of the home will be owed as ADDITIONAL RENT
- F. Tenant shall provide Management with a forwarding address thirty (30) calendar days prior to moving out. All fees and rents which may be owing to Management shall be paid prior to the removal of the home.

- 14. NEXT OF KIN:** In the unfortunate event of a passing away of a Tenant, the next of kin is given forty-five (45) days to clean up and pay rent for a unit before it is sent to our Attorney to handle. We share our sincerest condolences.

- 15. COMPLIANCE:** In the event that the Tenant fails to observe the Rules and Regulations hereinafter set forth, the Tenant authorizes Management to take such steps as are necessary to ensure the Tenant's compliance and the cost of the same shall be a separate charge aside from the rent which the Tenant agrees to pay.

The Tenant hereby agrees to provide Management with reasonable counsel, court and legal fees in the event eviction is required. Any infraction of these rules which requires a "NOTICE TO CEASE", "NOTICE TO QUIT", "DEMAND FOR POSSESSION", shall be charged a fee from our attorney per letter and any additional legal fees incurred, which shall be billed as ADDITIONAL RENT.

**16. ATTORNEY:** In order to enforce any of the conditions or covenants of the Lease or the Rules and Regulations established by Management, Landlord shall employ an Attorney to institute legal proceedings. This will include the collection of rent or of possession of the premises, Tenant agrees to pay, in addition to any unpaid rent, or other charges, all expenses so incurred by Management, including costs of suit in accordance with the schedule set forth as follows:

**A. SUMMARY DISPOSSESS (Eviction) COMPLAINT**

1. All actual costs expended by Management for each action which results in dismissal of the proceeding in the event of payment by the Tenant before the Court Date.
2. All actual costs expended by Management for each such action, which results in the entry of a Judgment of Possession or a Consent Judgment for Possession.
3. All actual costs expended by Management in the event the Tenant raises habitability as a defense and are not sustained by the Court.

**B. COLLECTION ACTION** - In the event of the filing of a Collection Action, all actual costs expended by Management shall be paid by Tenant as ADDITIONAL RENT. The above schedule of Attorney's fees shall be deemed ADDITIONAL RENT due and owing.

**Tenant: If the Tenant is successful in any action for summary proceeding arising out of this lease the Tenant shall recover attorneys' fees or expenses or both from the landlord to the same extent the landlord is entitled to recover attorneys' fees or expenses or both, actually and reasonably occurred as provided in this lease.**

**17. WINTER CARE:** Tenant is responsible for winter clean up, snow and ice removal on home site area including but not limited to driveway, patio and walkway areas. Tenant must use necessary diligence in protecting landlord property, and utilities. Frostex Heat tape is recommended; heat tape shall be checked annually by qualified personnel, replaced every five (5) to seven (7) years and plugged in **before October 1st** or first frost, as freeze-ups may take place and are repairable at the Tenant's own cost. **The running of water to prevent pipes from freezing is prohibited.** Such action will cause freezing of drain and incur unnecessary costs, which will be passed on to the Tenant. Pipe insulation is to use fiberglass wrap. Foam wrap insulation is a fire hazard and should not be used in conjunction with any heat tape. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**18. INSURANCE:** Tenant acknowledges that Management has no responsibility for Tenants insurance. Management has no responsibility for loss or damage to mobile homes. Management requires copy of paid certificate of insurance from the insurance carrier in accordance with the requirements of these Rules and Regulations and provided to Management at time of lease renewal. If no insurance is in place existing Tenant agrees to a limited Power of Attorney for Management to place insurance coverage. All associated costs will be ADDITIONAL RENT. Insurance must meet the following requirements:

**A. Homeowners Insurance:** Tenant shall provide his own homeowners insurance coverage for loss due to fire or other casualty, liability, including theft and vandalism, for the mobile home and its contents. Tenant shall maintain homeowners' insurance including comprehensive personal liability insurance (CPL) in a minimum amount of One Hundred Thousand Dollars (\$100,000.00.) Tenant must renew Homeowner's Insurance annually; it is the sole responsibility of the tenant to maintain homeowner's insurance at all times.

**B. Renters Insurance:** Prior to move-in, Tenant must secure minimum amount of One Hundred Thousand Dollars (\$100,000.00) comprehensive liability insurance and provide Management with a copy of their Renters Insurance declaration page, which shall be renewed annually. When Renter acquires an animal, a rider adding the animal to the insurance policy is required. Tenant agrees to permit Management to place insurance through a power of attorney on their behalf and charge back cost as ADDITIONAL RENT. If there is an incident that required insurance and the tenant had neglected placement or continuation of the insurance policy the tenant will hold harmless the Landlord and his representatives for the non-placement of insurance the tenant was required to have in force. Tenant must renew Renter's Insurance annually; it is the sole responsibility of the tenant to maintain insurance at all times.

**C. Oil Tank (Above Ground/Below Ground/Oil Spill) Insurance:**

Tenant must obtain Pro-Guard (or like kind) Insurance Coverage at Tenant's own expense to cover the cost of any hazardous waste spill from Tenants fuel tank to protect the Landlord's Property. Any fuel spill from the removal of an oil tank is the financial responsibility of the Tenant. Oil tank is not considered a utility service. Management shall disconnect all utility services from the mobile home at the cost of the Tenant prior to the Tenant, which shall be payable prior to the Tenant's departure from the park. Tenant's Oil tank Insurance to protect the Landlord's property must be renewed annually. It is the sole responsibility of the Tenant to maintain oil tank insurance at all times.

**19. ESSENTIAL APPLIANCES PROVIDED BY THE LANDLORD FOR RENTAL HOMES AND APARTMENTS:**

Appliances such as stove and refrigerator are the responsibility of the property owner to provide to the Tenant. Non-essential appliances such as, microwaves, toaster ovens, etc. are the responsibility of the Tenant to repair or replace. Landlord is not responsible for these types of appliances.

**20. NON-ESSENTIAL APPLIANCES:** Appliances such as washing machine(s), dryer(s) and air conditioner(s), if available, can be rented by the Tenant for an additional twenty dollars (\$20.00) per appliance, per month to be billed as ADDITIONAL RENT. Appliances must be rented for a minimum of six (6) months. If appliance(s) fails due to a mechanical default, HILLTOP MOBILE VILLAGE will repair or replace such appliance. If failure of appliance is due to neglect, it will be the responsibility of the Tenant to repair or replace said appliances. There will be a fee to deliver any appliance and a fee to pick-up any appliance. Six (6) month minimum on all rentals, the remaining contract will be due at time of cancelation of contracted appliance as ADDITIONAL RENT.

**21. MINOR REPAIRS:** Tenant is responsible for all minor repairs, with "like-kind" replacement parts in fixtures, such as: air handler filters, light bulbs, smoke detector batteries, door latches, etc. Air handler filters (AC, heat) need to be replaced monthly; if upon inspection air handler filter needs replacement Tenant will be billed for parts and labor as ADDITIONAL RENT. Wall damage will be charged by the size of damages. Smoke detector requires a lithium battery and should be replaced annually. If smoke/CO2 detector is left disabled and requires a lithium battery replacement, there will be a service/repair fee. Any repair in rental home/apartment beyond normal wear and tear is the responsibility of the Tenant.

**22. ACCEPTANCE OF LEASE AND RULES AND REGULATIONS:** In acceptance of the Lease Agreement and Rules and Regulations, you accept that the flooring throughout the rental unit and the kitchen and bathroom fixtures are in good working order. If any damage is caused during the tenancy, you will be financially responsible for the repairs. Any leaks need to be reported immediately and within three (3) hours of recognition.

**23. INSPECTION:** Management reserves the right to access all rented spaces outside and under the mobile home every six (6) months or more often if necessary for the purpose of inspection and utility maintenance. However, this clause shall not be construed to create an obligation on the part of Management to make such inspections or repairs. Whenever reasonably possible, Management shall give advance notice of its intention to enter the premises for repairs, maintenance or inspections.

**24. INDEMNIFICATION OF MANAGEMENT:** Tenant shall hold harmless and indemnify Management from and for any and all claims, debts and liability for losses or damage to property or injuries to persons caused by the Tenant, Tenant's family, pets, agents, employees, guests, licensees, invitee, or resulting from the use and occupancy by the Tenant of the leased space or the common facilities. Management shall not be responsible for any damages caused by water, snow or ice coming through or being on the space rented by this lease, any part of the mobile home park or any part of the home.

**25. BUSINESS:** No peddling, soliciting, or any form of commercial enterprise will be permitted. The operation of any type of business or commercial establishment, wholesale, retail, or professional, is not permitted. The baby sitting of children or pets as a business or as a favor is prohibited. Tenant shall not assign this agreement, sublet the premises, or rent rooms out. Removal of any plants or shrubs from any lot or unoccupied mobile home site is prohibited. Only one (1) "For Sale" sign, not to exceed twenty-four inches by eighteen inches (24"x18"), may be shown or displayed on window inside of home, not on lawn. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**26. IMPROVEMENTS:** No awnings, carports, gazebos, or other appurtenances may be used other than that approved by Management. All improvements must have written consent of Management and all necessary municipal approvals. Township permits are required. All approvals shall be received prior to any work starting. Approved permits must be submitted to Management. Improvements must meet BOCA codes and must not change Park real estate tax base. Painting: Exterior of mobile home shall only be painted in neutral shades with prior approval from Management. Fluorescent colors are not permitted. Approval must be requested prior to painting. Any Tenant requesting permission to make improvements of their rental apartment or rental home, must also abide by the above standards. Any improvements are the responsibility of the Tenant unless repairs are warranted through ordinary wear and tear or neglect on the property owner's behalf. If you do not comply, a

Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

27. **GENERATORS:** Generators are allowed during power outages. A home improvement application, including the specifications must be completed, and approved by Management prior to the installation of the unit. Generators can only be installed by a licensed electrician. Generators are only permitted to be run during an emergency. Generators are not allowed to be used to provide primary electric. A licensed electrician shall inspect connection to home.
28. **DRIVEWAYS:** Park Standards, asphalt/black top driveways should consist of minimum two (2) inches stone, minimum three (3) inches asphalt compressed. If you should choose to use concrete, the specifications are four (4) inches reinforced concrete.
29. **SKIRTING:** Skirting shall be installed around the house within thirty (30) days after occupancy. Skirting shall be vinyl type, color to match home. Management or his designated Manager must approve the type and style of the skirting. Any skirting that needs repair shall be done within thirty (30) days of notice. If not done. Management has the right to complete work at Tenant's expense and shall be deemed ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
30. **WINDOW COVERINGS:** To safeguard your privacy and to inhibit public viewing of your home, windows must be covered. Proper coverings include window blinds, shades, curtains or coverings designed for this purpose. Not permitted: towels, sheets, blankets, newspapers and flags.
31. **LANDSCAPING:** Tenant may arrange his location in a manner he finds attractive as far as lawn, flowers, and shrubs are concerned, but any trees or temporary or permanent concrete or masonry work must be approved beforehand by Management and when approved shall not thereafter be removed without permission. LANDSCAPING REVIEW: NO CHARGE. Seasonal decorations must be removed thirty (30) days after holiday has ended. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
32. **DIGGING:** Tenant is cautioned against driving of rods, stakes, pipes, etc. into the ground, or against digging in any area without first checking with the office. The many types of underground installations might be endangered by indiscriminate action. Any damage caused by Tenant, shall be repaired at Tenants expense. Repairs shall be billed to Tenant as ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
33. **FENCING/ OUTDOOR FEEDERS:** New fencing requires prior written approval with a layout and drawings that would designate the location and type of fence. A formal application shall be required. Fences require digging where damage could occur to underground utilities. It is the tenant/resident's financial obligation for all damages incurred.  
  
Due to the Bear population outdoor feeders are not permitted.
34. **SIGNS:** The Tenant agrees not to erect or display, either on the leased space or on the mobile home, any sign, except for identification, Tenant's name and address, and seasonal decorations, all as approved by Management in writing. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
35. **STAIRS:** No steps will be permitted from the patio into the mobile home other than the type approved by Management both as to size and design. There should be two sets of steps, side steps and back steps there should also be a front and back door. Each set of steps, the handrails and patios must meet BOCA codes. Steps are to be constructed of sturdy pre-cast concrete, or shall be pressure treated wooden, aluminum construction, or fiberglass. Size of steps should be a minimum of thirty-two (32) inches high, minimum thirty-eight (38) inches deep and minimum thirty eight (38) inches wide depending on the size of the door and height of the unit up. Concrete blocks are not acceptable. Existing steps must be in good condition and repair, painted, free of rust, and structural defect, proper handrails, at all times. Stairs shall meet Township approval. Any fine imposed for failure to meet Code shall be ADDITIONAL RENT. Copy of approved permit by Township must be submitted to Management. There is a charge for STAIR REVIEW and will be billed to you as ADDITIONAL RENT. IF FOR ANY REASON MOBILE HOME STEPS ARE A HAZARD AND TENANT DOES NOT REPAIR SAME, MANAGEMENT HAS THE RIGHT TO DO REPAIR AND BILL TENANT AS ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

- 36. ADDITIONS:** No porches or additions of any kind are permitted without written permission of Management. Failure to obtain proper written authorization prior to work being done will result in a fine and removal of the unauthorized work at the expense of the Tenant. Appropriate drawings must be submitted to Management for approval. The tenant agrees to pay for Management's design and professional review of such plans and specification. A copy of approved permit by Township is to be submitted to the Park Manager. ALSO ADDITIONS FILED WITH TOWNSHIP CANNOT CHANGE TAX BASE. An Addition Review Fee may be charged depending on the amount of time the office needs to spend on an application. This fee must be discussed and paid before an application is deemed complete.
- 37. SHED:** The Tenant may install with Management's approval one (1) storage shed, which may not be larger than one hundred (100) square feet and no taller than eight feet (8') high, the same to be made of painted aluminum and located on the site at the place approved and designated by Management or his duly authorized Manager. Mobile home site shall have no more than one (1) storage shed. Sheds must be free from rust, properly painted and in good condition and repair. Sheds not maintained must be removed from the site at Tenant's expense. Woodsheds are permitted upon special approval from Management. All sheds are to be at least five feet (5') from your mobile home and ten feet (10') from the neighboring homes. Sheds require approval from Management. Approved Town Permit must be submitted to Management. FEE FOR REVIEW: AS ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- 38. ANTENNAS AND SATELLIE DISHES:** No TV antennas are to be installed without prior approval from Management. Large Dish antennas and C.B. antennas are not permitted. Rental homes or Apartments can only mount a satellite dish to a free-standing pole outside the home and on said property only. Satellite dish cannot be mounted to any part of the structure of rented home/ apartment. If Tenant mounts satellite dish on any part of the home, Tenant will be charged for removal and repair of damages to the home. Satellite dish must be approved by Management. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- 39. POOLS/OUTDOOR GRILLS:** No types of swimming pools or wading pools are allowed. Spas may be permitted, with proper insurance and legal installation; all spas shall have permanent cover. The refilling may be subject to a filling fee. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- Grills and outdoor barbeques are permitted but must be located a minimum of ten (10) feet from any structure and in an open space. Hot coals must be fully extinguished and properly disposed. Proper disposal includes dispersing cinders in your flower beds or garden; it does not include throwing cinders in trash receptacles or garbage cans.
- 40. OUTDOOR PLAY EQUIPMENT:** No trampolines of any size or shape are allowed on Hilltop Mobile Village's property. Swing Sets: Tenant must get prior approval, in writing, before installation of any swing set including site approval for the location of the swing set. Tenant must have enough Comprehensive Liability Insurance to cover any accident or injury that may occur. Play is at your own risk, if an accident should occur, HILLTOP MOBILE VILLAGE IS NOT responsible. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- 41. BASKETBALL HOOPS:** Permission by Management Required. Owner must request permission for placement of Basketball Hoop. The playing area must be on the homeowner's property, in the rear of the driveway or rear of home. Playing on the roads is not permitted. If you do not comply, a Cease Letter will be sent from our attorney, and all additional fees incurred will be billed to you as ADDITIONAL RENT.
- 42. UTILITIES AND SERVICES:** The Landlord supplies the SITE and provides a water supply and sewage to the disposal system. The Tenant is responsible for any costs incurred by any waste line stoppage from the mobile home to the sewer main, as well as all water supplies from the mobile home to the main water line. Tenant will be responsible as per sections WATER, and SEWERS. Tenant is also responsible for costs of electrical repairs from the mobile home to the meter. Tenant shall maintain no more than one (1) above ground 275 Gallon Oil Tank, must be on legs, mounted on concrete and free from rust. Tenant shall obtain Pro-Guard (or like kind) Insurance coverage at Tenant's own expense and must be renewed annually, and proof shall be provided to Management at time of lease renewal. This coverage is to cover the cost of any hazardous waste spill from Tenants fuel tank to protect the Landlord's Property.
- 43. FUEL SPILLAGE:** Tenant is responsible for all clean-up costs related to any spillage of fuel on Landlord's property, either from home or automobiles, and all spillages must be removed at once to the Landlord's and Department of Environmental Protection's satisfaction. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**44. RECREATIONAL VEHICLES:** No type of unlicensed or uninsured vehicle shall be permitted operation on property; this list to include recreational vehicles, unlicensed motorcycles, dirt bikes, or "Quads" are to be driven on park property by you or your guests. Recreational vehicles must have a current insurance card. RVs are not permitted permanent connection to an existing occupied home site. Trip loading may be done at home site for not more than 24 hours. No motorcycles are permitted without prior written permission by Management, which can be revoked at any time. No boats, travel trailers more than ten (10) feet long, tents or previously mentioned vehicles shall be parked, stored, installed, set-up or hooked-up in any manner. Small tractors and utility trailers are excluded. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**45. VEHICLES:** All Tenants must provide copies of current vehicle registration and insurance cards for all vehicles at their home as part of their new resident information and annually with their Tenant Information Sheet. Upon completing the vehicle identification on your Tenant information sheet, permission will be granted for only those approved vehicles. Any changes in vehicles parked on Tenant site must be amended on Tenant Information Sheet within ten (10) business days and submitted for Landlord approval.

Parking on most rental sites is provided for a maximum of two (2) automobiles per family; some sites accept three (3) vehicles. Any number of vehicles above these limits must have prior written authorization from Management. A fourth vehicle when permitted will require prior parking arrangements and location to be made. This arrangement shall be agreed upon prior to placing vehicle on property. A charge of fifteen dollars (\$15.00) per month for the fourth (4) vehicle and shall be billed as ADDITIONAL RENT. Five (5) vehicles are not permitted. Automobiles will be parked only in the driveway areas. Parking on lawns or Fire Lanes prohibited. No overnight parking on street.

No commercial vehicles or buses are permitted without prior written authorization. If a commercial special use parking permit is authorized and parking location arrangement is acceptable, an added monthly fee will be assessed per vehicle per month to be paid in advance of use of the parking. Parking arrangements shall be made, and location of parking shall be agreed upon prior to placing vehicle on property. No permission will be granted for over-night parking of any tractor-trailer, large school buses, vehicles over thirty-five (35') feet long, junk vehicles, uninsured vehicles, unregistered vehicles, uninspected vehicles, non-operating vehicles, or loud vehicles due to the exhaust or muffler, vehicles not approved to be driven on Public Highways shall be permitted to remain on the lease site or anywhere upon the property of Management.

All vehicles must be in running condition and will not be allowed to be operated or stored at Park without a valid registration and valid inspection sticker issued from the State or Federal Government. Operators of said vehicles must have a valid driver's license in his/her possession. Repairing of automobiles will be limited to minor repairs only. Waste oil shall be properly disposed of at a licensed waste oil station. No vehicle will be placed on blocks or car jacks for any repairs. Wrecks, buses and trucks (except panel or pickup trucks) will not be allowed on the premises. All Commercial Vehicles require prior written authorization. Additional fees may apply as ADDED RENT. Vehicles not conforming to Park Regulations, or vehicles that do not belong to park residents, will be towed away at the owner's expense. Management assumes no responsibility for vehicles in park, or loss or damage to mobile homes. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**46. ILLEGALLY PARKED VEHICLES:** Any illegally parked vehicles that are not removed within six (6) hours of notification will be towed at owner's expense.

**47. OUT OF STATE DRIVERS' LICENSES:** Must be converted to New Jersey state license within ninety (90) days of occupancy. This excludes Military personnel.

**48. BUILDING CODES:** Mobile home must pass all building, plumbing and electrical inspections. All homes must be secured from wind forces with "Tie-downs" which comply with applicable building codes. Management reserves the right to inspect all homes and home sites to check full compliance with these rules as a requirement for the home remaining on Park property. The expense any upgrade required for the home to be in compliance with codes shall be paid by Tenant. If a Cease letter from our Attorney is required, you will be billed a cease letter fee, as ADDITIONAL RENT, and any and all additional legal fees will be billed as ADDITIONAL RENT.

**49. FUEL TANK:** Whether above ground or below, no mobile home is permitted to maintain more than one (1) two hundred seventy-five (275) gallon oil tank. Fifty (50) gallon drums are not permitted on property. Tenant is responsible for their own tank or damage caused by leakage. Replacement tanks should be of the EPA Approved above-ground only and must be on legs, mounted on concrete and be free from rust. Only new oil tanks can be installed. All proper permits shall be obtained prior to the removal of a tank. Upon replacement of tank, contaminated soil removal is the sole responsibility of Tenant. Tanks must be checked annually for leakage. Clean up shall take place immediately. Management shall be notified in writing within twenty-four (24) hours of any spill.

Tenant shall indemnify and reimburse Management for any expense related to cleanup of contaminated soil. Tenant must have **Insurance** to cover this. Fuel shall not be delivered to the property unless insurance coverage is in effect. Fuel delivery company needs to be identified and properly licensed and insured. Repairs must be completed by a licensed technician. If Tenant receives an oil delivery and a service call is required within twenty-four (24) hours of the delivery, the Tenant will be billed for the service call. It is recommended that your furnace be turned off at the time of the oil delivery which will allow for oil settlement to remain on the bottom of the tank. Neglecting to turn off the furnace may cause the nozzle to become clogged. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**50. UNDERGROUND TANK:** Tenant must replace an underground tank with an above ground new tank only. A permit is required for any and all tank remediation. Pre-owned fuel tanks are not allowed. Above ground tanks should be EPA approved, must be on legs, mounted on concrete, free of rust. Mobile home is only permitted (1) above ground two hundred seventy-five (275) gallon oil tank. Underground tank must be removed. It cannot be abandoned and left in the ground. If Tenant does not remove underground tank, the Landlord will have the tank removed and will bill the cost to Tenant as **ADDITIONAL RENT**. Tenant shall secure insurance coverage, Pro-Guard, (or like kind) Insurance to cover the cost of any hazardous waste spill from Tenants' fuel tank to protect the Landlord's property and must be renewed annually. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**51. FUEL SPILLAGE:** Tenant is responsible for all clean-up costs related to any spillage of fuel on Landlord's property, either from home or automobiles, and all spillages must be removed at once to the Landlord's and to the Department of Environmental Protection's satisfaction. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**. Any fuel spill from the removal of an oil tank is the financial responsibility of the Tenant. Tenant must have insurance for fuel spill cleanup. Oil tank is not considered a utility service. Management shall disconnect all utility services from the home, at the cost of the Tenant, which shall be payable prior to Tenant's departure from the Park. Tenant shall secure insurance coverage, Pro-Guard (or like kind) Insurance Coverage to cover the cost of any hazardous waste spill from Tenants fuel tank to protect the Landlord's Property and must be renewed annually.

## **NEGLIGENCE**

Management is not liable for loss, expense or damage to any person or property unless it is due to Management's active acts of negligence. Tenant must pay for damages suffered and money spent by Management relating to any claim arising from any act or neglect of Tenant. Tenant is responsible for all acts Tenant's family, pets, employees, guests and invites against other Tenants, persons and personal property. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**52. TITLE:** Copy of **CERTIFICATE OF TITLE** shall be submitted to Management. At least one (1) person who occupies the home must be the owner as stated on the Certificate of Title. If you choose to gift your Mobile Home, Management recognizes this as a change of ownership. New Occupant is subject to residency approval before Management will approve the potential recipient as a new tenant prior to the Certificate of Title being transferred. All fees, which include, registration, resident screening, change of ownership and new rent rate will be the responsibility of the new owner. If you do not comply, you will be charged a fee as **ADDITIONAL RENT** and rent will be retroactive from the date of Title Transfer. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

If home is vacated or abandoned, lot rent is due and owing until the Certificate of Title has been legally transferred to HILLTOP MOBILE VILLAGE and HILLTOP MOBILE VILLAGE has accepted ownership. Until such time, a storage fee equal to the lot rent will continue to be due and owing as **STORAGE FEES**. If home is abandoned and HILLTOP MOBILE VILLAGE does not accept ownership, the cost (estimated \$6,000.00-\$10,000) of removal of the home will be owed as **ADDITIONAL RENT**. If you do not comply, you will be assessed a penalty as **ADDITIONAL RENT** and rent will be retroactive from the date of Title Transfer. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**53. MOVING OUT:** The Tenant agrees not to move his mobile home out of the park without first receiving clearance from Management that no monies are presently owed Management by the Tenant. Tenant shall give Management thirty (30) days written notice prior to lease term expiration date of his intention to vacate the Park, upon which notice Management shall make such arrangements with Tenant to cooperate in the removal of the mobile home and accessories including fuel tank from the Park. Management requires a licensed, insured contractor to remove and/or demolish an existing mobile home from the park. The Homeowner is required to pay a two-thousand-dollar (\$2,000.00) escrow deposit before removal begins. Escrow will be returned after lot is cleaned from all debris. Any fuel spill from the removal of an oil tank is the financial responsibility of the Tenant. Tenant must have insurance for fuel spill cleanup. Oil tank is not considered a utility service. Tenant shall secure insurance coverage, Pro-Guard (or like kind) Insurance to cover the cost of any hazardous waste spill from Tenants fuel tank to protect the Landlord's Property. Policy must renew annually. Management shall disconnect all utility services from the mobile home, at the cost of the

Tenant, which shall be payable prior to Tenant's departure from the Park. Tenant shall provide HILLTOP MOBILE VILLAGE with a forwarding address thirty (30) days prior to moving out. All fees and rents which may be owing to Management shall be paid prior to the removal of the home. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

- 54. RELOCATION:** Management retains the right to require Tenant to move the mobile home to another site within the mobile home park provided that thirty (30) days written notice is given to the Tenant.
- 55. SALE:** See APPENDIX A STANDARDS – ONGOING & RESALE
- 56. COMPLAINTS:** Service requests must be filled out by the Tenant in person in the Park office. Management shall attempt to deal promptly with all complaints. We require they be put in writing, signed, dated, and submitted by registered mail.
- 57. OFFICE HOURS** in Browns Mills, New Jersey, will be Monday through Friday from 8:30 AM to 4:30 PM, subject to change. In case of emergency call 609-893-8414 and you will be connected to our answering service.
- 58. GARAGE SALES:** Garage sales will be limited to two (2) dates during the year. Spring - weekend following Memorial Day (rain date, following weekend); and Fall - weekend following Labor Day (rain date, following weekend). Items for sale SHALL only be displayed on those dates. Garage sales are to be held on tenant's rental space only. No garage sales are permitted in the sales lot or any common areas in the park. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- 59. DATA/ARCHIVE FILE RETRIEVAL** – In the event we have to locate stored files and provide documentation to the Tenant, there will be a document retrieval fee of twenty five dollars (\$25.00) and an hourly rate of forty dollars (\$40.00) for research to be billed as ADDITIONAL RENT.
- 60. OCCUPANTS:** Occupancy shall be limited to the Tenant(s), those approved by Management. Management reserves the right to limit the number of persons who reside in each mobile home. Rent agreed to is based upon one (1) or two adult (2) persons; persons 18 years old or older residing in the home will be charged an additional ten dollars (\$10.00) person per month which will be billed as ADDITIONAL RENT. Owner of a unit at Hilltop Mobile Village shall reside in the house on park property. Sub-renting is not permitted.

When a home is transferred to a person(s) because of death, a new lease will be required, and residency approval must be obtained. When a family member inherits a home, they will be given a grace period of Ninety (90) days to settle the estate. Rent will remain due and owing with no further notice required. Late charges will apply, and evictions, attorney fees and court cost will remain in effect, to be billed as ADDITIONAL RENT. After the Ninety (90) day grace period the new lot rent will be established. No children under the age of five (5) years old are to be left unattended without adult supervision.

Only persons who are registered shall be permitted occupancy in the mobile home. Registered persons shall either be "Approved Resident" or "Approved Guest". Management must be notified within ten (10) days of the birth of any child or the addition of any occupant. Any request for change must be by certified mail. Yearly photo of each occupant residing at Hilltop Mobile Village is to be taken at Park Office. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed as ADDITIONAL RENT.

- 61. APPROVED RESIDENT:** Only those individuals listed on the original lease are considered Approved Residents. Immediate family members not listed on the original lease can become Approved Residents by providing completed application for change in status, one hundred twenty-five-dollar (\$125.00) application fee, and proof of (immediate) family relationship a birth certificate, adoption papers or marriage certificate. Credit check will be required if new applicant is to financially contribute to the rent of the home or wishes to remain in the home after the original resident vacates. The new rent would be established within Ninety (90) days and title must be transferred to the new homeowner. A copy of the new title must be delivered to the NJ office within thirty (30) days. If Title is changed, homeowner's must submit a five-hundred-dollar (\$500.00) fee which will be refunded or credited to your account upon receipt of updated Title. Rentals are based on two (2) person occupancy. Additional occupants over 18 eighteen years old, exceeding two (2) people will increase rent by ten dollars (\$10.00) per person per month which will be billed as ADDITIONAL RENT. All credit checks must be completed by the HILLTOP MOBILE VILLAGE office. External credit reports, such as Credit Karma, will not be accepted. Residency approval is valid for forty-five (45) days after approval notification is sent. If occupancy is not completed within forty-five (45) days, applicant is required to reapply for residency by repeating credit at applicant's expense; the cost of the screening only applies.

**62. APPROVED GUEST(S):** Tenant must declare guest(s) residing in their home on park property within the first (1<sup>st</sup>) thirty (30) days of stay. Those persons who are not originally listed or registered on the original lease are not Approved Residents; when a guest stays a total of seventy-two (72) hours or more in any given month, they will be considered an unregistered guest and will be charged one hundred dollars (\$100.00) per month to be billed as ADDITIONAL RENT. A guest can be registered at our office and will be charged a one-time application fee of one hundred twenty-five dollars (\$125.00) and per ten dollars (\$10.00) per guest per week paid in advance for each Approved Guest for additional use of sewer, water and park services to be billed as ADDITIONAL RENT. Where Management is compelled to incur any expenses, attorney's fees to institute, prosecute or defend such action, all expenses will be paid by the Tenant. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

**63. HOME HEALTH AIDES:** In the event that a home health aide is medically necessary, the Tenant must have the individual registered with Management before five (5) business days of employment. Health Aides shall familiarize themselves of park Rules and Regulations and abide by them. This is to include, but not limited to, parking, visiting guests and quiet enjoyment. It is the Tenant's responsibility to instruct their aides in the use and disposal of sanitary pads. Some manufacturers use the word "disposable" or "flushable". These products should not be put in the toilet or sink for removal and can lead to septic blockage. The cost of repair of this blockage may be the responsibility of the tenant.

**64. PROSPECTIVE TENANTS UNDER THE AGE OF 25 YEARS OLD:** Must have a major credit card on file.

**65. APPLICATION REQUIREMENTS:** Minimum credit score of five hundred seventy-five (575) is required, employment verification completed by your employer, paystubs and landlord verification completed by your current landlord; family will not be considered a landlord.

**66. PETS:** Pets are a privilege. Animals whether they are inside or outside, dog or cat, require sanitary conditions to be maintained. It is disturbing to your neighbors if your animal is allowed to relieve themselves on property other than the rented space that you lease. Even when the animal is controlled but the cleanup is not done daily creates a hazardous situation. Complacency is a dangerous condition. Proper disposal of refuse should be maintained and is mandatory. Cat urine is extremely offensive. Many that garden around their homes should not have to contend with the smell of your animal's urine. Please be considerate and allow that consideration return to you.

Tenant shall not acquire a pet before Management gives written permission. There is a one-time pet fee of five-hundred dollar (\$500.00) due prior to bringing a pet into your home. A maximum of only four (4) pets per household are allowed and each pet will be billed as ADDITIONAL RENT; the first approved pet is ten dollars (\$10.00) per month, the second approved pet is fifteen dollars (\$15.00) per month, the third approved pet is twenty-five (\$25.00) per month and the fourth approved pet is fifty (\$50.00) per month. All pet fees will be billed as ADDITIONAL RENT. Only pre-approved animals are permitted to be housed in homes that are owned by the Tenant. There is a thirty-pound (30 lbs.) weight limit for fully mature animals. Snakes/Exotic pets are not permitted. No boarding of any type of animal. If a pet passes away, you must advise the office with written notification. You cannot replace a pet unless you receive approval by Management. If you do not comply, you will be sent a cease letter from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

- A. No vicious breed of dog or mixed vicious breed is permitted at any time. A letter stating that your pet is non-aggressive from your veterinarian must be on file before your pet can be moved into your home.
- B. Animals cannot weigh more than thirty (30) pounds at full maturity.
- C. No dogs, cats, or other pets are to be maintained by any resident without permission of Management in writing and a will be billed per month as ADDITIONAL RENT for the first approved pet; each additional pet will be billed separately per month as ADDITIONAL RENT.
- D. Permission to maintain a pet may be revoked. Revocation is not limited to but shall be initiated by the following actions: unsanitary conditions, habitual off-leash, aggressive behavior, violate on of quiet enjoyment, damage to the home or home site. If pet agreement is revoked, Tenant will be given ten (10) business days to remove pet from the unit.
- E. Pets are to be on a leash at all times. At no time are pets allowed to run loose. Dogs must be walked on a leash no longer than six (6') feet in length and is only allowed to relieve themselves on the homeowner's rental site. Animal waste must be picked up and placed in a garbage container on your lot immediately.

F. Management reserves the right to request yearly photo of animal(s) to be taken in park office or sent in via email. Yearly copy of dog license(s) and yearly current inoculations of pet(s).

G. All pets must have proper inoculations and forms are to be provided annually upon Management's request.

H. Tenant agrees to complete, sign, and abide by Rules and Regulations stated in Pet Agreement and Pet Addendum. The Pet owner is responsible for any damages or injuries incurred by landlord or other Tenant by any acts of their pet.

I. Only pets that are allowed in park are dogs, cats, birds and fish. Fish tanks should not be larger than fifty (50) gallons and must be properly supported. No exotic animals permitted.

J. Emotional Support and Service Animals must have current written documentation from a licensed New Jersey treating physician; documentation from online registration sites will not be accepted. Documentation must be renewed annually.

K. Maintenance Requests- Tenants with pets must isolate their animals before maintenance will enter the home to do any repairs. The animal must be in a separate area from where maintenance will be working. If the animal is not isolated, maintenance will be rescheduled, and the tenant will be charged for the service call to be billed as ADDED RENT. When an animal is found in a home that has not been previously registered the company personnel are instructed to inform the office of this infraction of the rules and all penalties will apply.

L. A minimum of ten thousand (\$10,000) dollar insurance liability coverage for your pet must be added and enforce into your homeowner's/renter's insurance and must cover animal interactions with humans and other domestic animals.

M. If there is a conflict between tenants' pets, any medical claims or suffering must be taken through the legal system. No outside animal feeders are permitted because of the bear population. Owners of pets must present us with the Original Bill of Sale for the pet showing the date of purchase. If the pet came from the ASPCA or the like, Originals of Transfer of Ownership or Adoption papers must be presented. If neither of the above original(s) is presented to HILLTOP MOBILE VILLAGE, then it will be considered established that the date that the pet started residing at HILLTOP MOBILE VILLAGE would be as of the date of the Lease Agreement. If it comes to Management's attention that an un-approved pet is residing in your home, Management will charge you a penalty as ADDITIONAL RENT and the monthly pet fee from the beginning of your signed lease Agreement. No pet is permitted in the park that is above thirty (30) lbs. If the pet is thirty (30) lbs. at the time of request or over thirty (30) lbs. at the time of maturity, the dog must be removed from the Park IMMEDIATELY.

N. No tenant who now has permission to keep a large dog(s) will have permission to replace a large dog(s) with another large dog(s) or vicious breed dog(s). If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

O. If you have obtained permission to have a pet, you cannot keep the pet outside the unit fastened to a stake, tree, leash, rope or any other device. Pet(s) at no time are allowed to run loose. You may not board any pet that has not been approved by Management. Noisy or unruly pets that cause complaints will not be allowed to remain in the Community. Cats are not allowed to roam.

P. Any modification in resident status that effects billing including number of person(s), pets(s), parking, etc. will take effect within thirty (30) days after written notice is received to allow for adjustments to invoicing.

Where Management is compelled to incur any expenses, attorney's fees to institute, prosecute or defend such action, all expenses will be paid by the Tenant.

**65. SUBLET:** Tenant shall not assign, sublet, rent rooms out, or permit home site to be used to conduct any business purpose. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT. Tenant is legally responsible for the misconduct or damage by

his/her family, pets, guests or employees. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as added rent.

## **SAFETY**

1. All posted speed limits and parking signs, etc., must be observed at all times. Violations will result in the vehicles and offenders being evicted. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT

3. Speed limit within the park is fifteen (15) miles per hour. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT. Parking for two (2) cars is provided on Tenant's own driveway. Parking of any vehicle is not permitted in the streets, lawns, fire lanes, unoccupied homes, vacant lots, or vacant homes. The mobile home park is maintained as private enterprise; its streets are private and not public thoroughfares.

If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

3. Smoke Detectors should be installed and checked monthly to be sure they are in good working order. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

4. Fire extinguishers are required to be in each home Type ABC 5-lb., Minimum. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

Tenant will not keep anything on-site, which is dangerous, flammable, and explosive or might increase the danger of fire or any other hazard. NO FIREWORKS AND NO FIRE PITS. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

5. Uninhabited homes or abandoned homes must be removed from HILLTOP MOBILE VILLAGE thirty (30) days from the time the unit became vacant or uninhabitable. **Warning:** You are liable for all expenses involved in removing the home from HILLTOP MOBILE HOME property. This does not include cost of getting a Certificate of Title or any legal fees that may be incurred. Only a licensed and insured contractor can remove an existing home from the site. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

6. Any mobile home uninhabitable in the event of fire or other damage shall be **secured, and site shall be protected from trespassers.** Home shall commence to being repaired or removed from the site no later than thirty (30) days from the time of occurrence of damage. In the event that this is not complied with, the Tenant authorizes Management to remove damaged mobile home from said site and Tenant will be charged the cost of moving the mobile home and any other expenses incurred.

7. Any home that does not meet Building Codes must leave the Park. Tenant and/or owner of a mobile home currently located at Hilltop Mobile Village may not sell a mobile home to a buyer who wishes to have the mobile home remain on the property of Hilltop Mobile Village unless the mobile home is in full compliance with and meets all the standards set forth in the HUD-MANDATED design and construction standards in the Township, County and State regulations. If the mobile home fails to meet said standards, it may be sold to a buyer who removes said mobile home from Park property. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

8. In order to meet Hilltop Mobile Village standards, there should be two (2) sets of steps, side steps and back steps. There should also be a side door and back door. Size of steps should be a minimum of thirty-two (32) inches high, a minimum of thirty-eight (38) inches deep and a minimum of thirty-eight (38) inches wide depending on the size of the door and height of the unit up. Both set of steps, handrails and patios must meet BOCA Codes.

9. In case of a heating emergency, Hilltop Mobile Village recommends a portable electric oil-filled heater. Extension cords are not permitted to be used. The primary heating system for the house must be used to prevent freeze up of internal water lines.

10. Prior to signing a new lease, an annual inspection will be conducted of all Rental Units. Management reserves the right to access and inspect said premises every six (6) months or more often if necessary.

11. Tenant may not supply/share electricity to another Tenant's home/apartment as this is a fire hazard and is cause for eviction.

12. Low lying branches are the responsibility of the homeowner Tenant or the rental Tenant to trim.

**13.. SNOW REMOVAL** – All Tenants including homeowners and rentals are responsible for snow removal of their own property. This includes steps, driveway, and walkway. Tenant shall not shovel snow back into plowed street. Snow cleared off from cars shall be placed on yard, leaving snow on tenant's leased property. Be aware that snow placed back on plowed streets can freeze and cause hazardous conditions. Tenants will be sent a cease letter to be **BILLED AS ADDED RENT** for shoveling snow into the street. Snow plowing is prioritized for emergency vehicles. If you are a first responder; please notify the office; Hilltop Mobile Village will attempt to accommodate such personnel request. All vehicles must be placed off the roads during snowfall. No parking or standing on roads while snow clearing is required. Please obey personnel verbal request during snow events. Our emphasis is to allow emergency vehicles access to homes. Snow Removal is the responsibility of the Tenant this includes homeowners and rentals. It is your responsibility to clear the snow from your walkway, driveway and steps. Large snow fall may require road snow plowing several times causing driveway areas to be blocked by the passing of the snowplow:

- A.** Move your vehicles off the road for snowplow and emergency vehicles access.
- B.** When possible, wait for the snowfall to finish before removing snow from the end of driveway where it connects to the road.
- C.** It is the snowplow's responsibility to keep passage available for emergency vehicles such as Ambulance, Police and Fire. It may be a criminal offense punishable by state law to inhibit the work necessary for emergencies

## **NUISANCES**

**Hilltop Mobile Village reserves the right to deny the privilege of access to the office to anyone who is disrespectful or inappropriate in behavior or manner to management, office staff or employees.**

**1.** Tenant will be assessed a service fee if a maintenance call is deemed unnecessary.

- A.** A one hundred fifty-dollar (\$150.00) service fee will be assessed to any Tenant who locks themselves out of their home after normal business hours.
- B.** All Residents and tenants are required to supply Management with a set of keys to access your home in case of an emergency. Keys will be kept securely locked and will never be used without the permission
- C.** Tenants must request to have their locks changed by providing a written service request to the office. Only locks installed by Hilltop Mobile Village are authorized.
- D.** No mops or dust brooms will be permitted to hang on clotheslines at any time. No post-to-post or tree-to-tree line is permitted at any time. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**. The only clotheslines permitted shall be a folding umbrella type. No hanging of laundry on Sundays or holidays will be permitted.
- E.** The only clotheslines permitted shall be a folding umbrella type. No hanging of laundry on Sundays or holidays will be permitted. No mops or dust brooms will be permitted to hang clotheslines at any time. No post-to-post or tree-to-tree line is permitted at any time. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**

**2.** Tenants are responsible for the behavior of children, pets and guests. Children will not be permitted to roam throughout the park or on any other resident's lot. Any damage to park property or other Tenants personal property shall be repaired at Tenants expense. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**3.** Disturbing noises are not permitted at any time, and quiet is required between 10:00 PM and 8:00 AM. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**4.** The discharging of fireworks or firearms or the mechanical discharge of any projectiles within the Community is strictly prohibited. Tenant, any member of the tenant's household, guest or other person visiting the tenant, shall not engage in acts of violence or threats of violence, including, but not limited to, the unlawful discharge of firearms, on or near the premises. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**5.** Violations of privacy, intoxication, immoral conduct, and disturbance of peace can result in eviction. Cost to prosecute shall be **ADDITIONAL RENT** to Tenant responsible. Tenant's family, guests or their pets are not permitted to cross, linger, or otherwise occupy space on another tenant's rental space. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as **ADDITIONAL RENT**.

**6.** Security Cameras are prohibited unless used for the purpose of securing your own property. Any Tenant found using a security camera to invade the privacy or harass their neighbor(s) is cause for eviction.

**7.** Window air conditioners must be approved by Management. All window air conditioners must be properly supported on metal brackets attached to the home and not on sticks and is not to cause hazardous conditions outside. Because of the noise factor, a written note of approval from your neighbor on the side where the unit is to

be installed must be on file with Management before the unit can be installed in the mobile home. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

8. Evicted Tenants shall not be allowed in the home of another resident located at HILLTOP MOBILE VILLAGE. This is cause for eviction for the Tenant harboring the evicted Tenant.

9. Tenants shall not extend their property line for additions or extensions or landscape. If a survey is required to settle a property line dispute, the cost of the survey would be shared by the party or parties at fault.

10. Township of Pemberton mandates all Mobile Homes owners must have a visual house number on their home.

11. In the event of an emergency, Hilltop Mobile Village reserves the right to utilize a neighboring electrical service to the repair or remediation site and will reasonably reimburse tenant for use of their service based on the wattage of the device and length of time used multiplied by the cost per Kilowatt.

12. Cigarette butts must be properly disposed in a non-flammable container on your lot. Cigarettes discarded on the ground by tenant will be charged a penalty per cigarette butt for clean-up required on your leased lot. If the minimum payment is not made, then an administrative fee plus legal and court costs will be assessed as ADDITIONAL RENT.

13. A home inspection will be conducted on any home that has been vacant for over thirty (30) days.

14. **CHANGING OF LOCKS:** Changing of Locks: If a Tenant of any rental property at Hilltop Mobile Village changes the locks on any door(s) in the rental unit, a duplicate copy of the key(s) must be given to the office of the Park at that time. A charge of one hundred and fifty dollar (\$150.00) can be billed as ADDITIONAL RENT and may be deducted from your security account. If you do not comply, a fee shall be charged, and may be deducted from your security account.

## **HEALTH AND CLEANLINESS**

1. **Bear sighting have been continuous.** For all individual's protection, obey to the following: On the night before regularly scheduled pickup day, all garbage must be put in tightly tied plastic bags and stored or contained in garbage cans with a secured lid. Garbage cans should be promptly removed and properly stored in a shed, out of sight after pickup. No trash bags are to be left at the curb. Regulations of Recycling of cans, plastic, newspaper, and glass shall be followed. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
2. Removal of excess amounts of trash (bulky items) must be negotiated between the tenant and the trash collecting agency at the tenant's expense. If the tenant discards bulky items in or near Hilltop Mobile Village's containers, tenant will be charged for the additional pickup by Hilltop Mobile Village.

## **DUMPSTER RULES**

**Dumpsters are for Park Residents ONLY**

**DO NOT Overflow the Dumpsters**

**DO NOT Leave Trash, Furniture, or Other Debris on the ground**

**When filled, lids will be CLOSED. Please use Other Location(s) on Property**

**Furniture is considered a Bulk Item**

**For Bulk Pickup, please call the office**

### **RECYCLE**

**Paper and Cardboard- Empty, Flatten and Fold**

**Plastic Bottles and Food Containers**

**Glass Bottles and Jars**

**Metal CANS only**

**Window Glass**

**Empty, Non-hazardous aerosol cans are OK!**

**Cartons**

**Garbage**

### **DO NOT RECYCLE**

**No Hoses or Hangers**

**No Hardback Books**

**No Food soiled or Frozen Food Boxes**

**No Foil Items, Bulbs, Cookware**

**No Motor Oil, Batteries or Hazardous Items**

**No Styrofoam, Plastic Bags or Plastic Wrap**

**No Garbage Bags or Air Pillows**

**No Needles, Plant Pots, Trays, Lids or Cups**

**No Shredded Paper**

If you do not comply, your account will be billed as ADDITIOANL RENT AND a Cease Letter will be sent from our attorney. All additional legal fees incurred will be billed to you as ADDITIONAL RENT.

3. Tenants and/or visitors are prohibited from washing their car on HILLTOP MOBILE VILLAGE premises. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
4. Site lot shall be kept free of any debris, broken glass, mold, old furniture, garbage, trash, paraphernalia, and animal waste. Steps/Handrails must be structurally sound and of good appearance and free from rust and structural defect with code compliant **BOCA** approved handrails. No storage of bottles, paint cans, trunks, boxes, newspapers, magazines, or equipment around the storage shed nor under or around the mobile home will be permitted. Leaves are to be bagged and brought to the Township Municipal building for disposal. This is the responsibility of the Tenant. Do not leave your leaf bags in the street to be picked up by Management. If Tenant does not comply, Tenant gives Management the right to correct same and charge Tenant the cost. The cost will be ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
5. Feeding of stray animals is strictly prohibited. All mobile homes and home sites must remain free of pests and vermin. Exterminating is the Tenants responsibility. If Tenant does not comply, Tenant gives Management the right to correct the violation and charge Tenant the cost. The Cost will be ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT
6. All mobile homes and adjacent structures, to include oil tanks, sheds and steps, must be free of rust spots, dry rot, holes, etc. The door shall operate properly, tightly closing the opening when shut. Tenant is responsible for their maintenance, as well as maintenance to fences. If they are neglected, or become unsightly, Tenant will be reminded to repair or remove them. Tenants must keep interior and exterior doorways and windows accessible. Maintenance will only enter a home with clear entry access; they will not be permitted to enter a home if the entrance (front door and steps) is blocked by garbage, debris, snow, ice or the like. If Tenant does not comply, Tenant gives Management the right to correct same and charge Tenant the cost. The cost will be billed as ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
7. Tenant should use extreme care not to clog toilets and sewer lines with heavy matter; this can cause serious sewage problems. Powdered cleaning agents are NOT to be used in the household as they may cause waste line blockages from the mobile home to the sewer main. **Dawn Dish Washing soap** is recommended to breakdown any residual oils in the septic system. If blockages are determined to occur for the reason, Tenant will pay the entire cost to repair any stoppages or damage which occurs between mobile home through the sewer main. **Under no circumstances should flushable or disposable items be put down any toilet or drain.** This includes, but is not limited to, sanitary napkins, adult wipes, children's' wipes, disposable undergarments, latex items, coffee grinds, oatmeal, leaves, cooking oil, fats, grease before washing, rice or fibrous debris etc. When frying food, oil must be disposed of in a can and pan wiped out; these should be placed in refuse containers. Obstruction between mobile homes and the sanitary sewer will be removed at the Tenant's expense. Liquid laundry detergents should be used to reduce risk of solids building up in sewer line. The cost will be ADDITIONAL RENT. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
8. Each homeowner will be liable for accident, cleanliness, and disturbances on his rented space. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT. Keep grass, shrubbery and flowers trimmed. Overgrown hedges, trees, shrubs, bushes etc. are to be cut back to no higher than thirty-six inches (36"). Trimming and removal of low tree limbs is the responsibility of the Tenant. If Tenant fails to do so, Management shall have the right to care for those items and bill Tenant. The cost will be ADDITIONAL RENT.

All walks must be in good condition with grass and weeds removed. Driveways shall be in good repair and coated if oil or grease stains are visible. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
9. Do not litter area. Keep street in front of your mobile home free of litter. There is no dumping of yard waste, leaves, trash or refuse on Hilltop Mobile Village property. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
10. Tenant may store up to a half (½) cord of wood at any time on his site. No wood burning fireplaces, wood stoves or heating implements are allowed that are not already in place when the home was purchased.

## **WATER**

**WATER HOOKUP:** Each home requires the following: a three-quarter inch (3/4") ball valve on water riser, a minimum of one half inch (1/2") tubing to mobile home with shut-off valve on mobile home, UL approved heating tape (Frost-Ex brand recommended) with fused plug with wrapping on water riser, and a frost-proof valve with vacuum-break on home for garden hose hookup.

- A. Water should be conserved, particularly during peak usage times and during hot weather. Use of a hose for the purpose of washing automobiles, home, driveways or street is not permitted. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- B. Water use for lawns and shrubbery is to be limited to the following:
  - 1. During non-peak times, 9:00 AM to 11:30 AM, 2:00 PM to 4:00 PM, and 11:00 PM to 6:00 AM.
  - 2. Odd numbered homes are to water on odd days, even numbered homes on even numbered days.
  - 3. Watering is limited to half (1/2) hour per home site.
  - 4. Hoses must be hooked to a sprinkler and must have an automatic timer shut off. Water running through a hose without a nozzle, or flow reducer is prohibited.
  - 5. All outdoor water hoses must be removed by or before October 1<sup>st</sup>.

A fine for each infraction will be assessed and will be ADDITIONAL RENT. Fresh water is precious! If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

- C. The use of water for other than normal household use is not permitted. Washing of automobiles, needless watering of grass and children playing with hoses is not allowed. All outside water hoses must have automatic shut-off valves. This regulation will be strictly enforced. No washing of mobile homes will be allowed without written permission from Management or Manager. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

- D. **The running of water to prevent pipes from freezing is prohibited.**

## **SEWERS**

- 1. Heavy matter, disposable diapers, paper towels, sanitary napkins, latex items, grease, coffee grinds, oatmeal, leaves, oil, etc., may not be poured down toilet or drains or permitted in sewer system. When frying food, oil must be disposed of in a can and pan wiped out before washing. These items or similar should be placed in garbage containers. Tenant will pay the entire cost to repair any stoppages or damage which occur between mobile home through to the sewer main. Liquid laundry detergents should be used to reduce risk of solids building up in the sewer system. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.
- 2. Anyone clogging the sewers or disconnecting of sewer lines will be prosecuted to the full extent of the Law. It is the Tenant's responsibility to instruct their aides in the use and disposal of sanitary pads. Some manufacturers use the word "disposable" or "flushable". These products should not be put in the toilet or sink for removal and can lead to septic blockage. The cost of repair of this blockage may be the responsibility of the tenant. Any clogged or disconnected sewers should be reported immediately to management. Wastewater must not be discharged upon the ground. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

## **GENERAL INFORMATION:**

**IF THE TENANT FAILS TO COMPLY WITH THE LEASE AND RULES AND REGULATIONS IT WILL BE ENFORCED THROUGH OUR ATTORNEY. A CEASE LETTER WILL BE SENT FROM OUR ATTORNEY AND ALL FEES INCURRED BY THE LANDLORD TO ENFORCE SAME WILL BE BILLED TO YOU AS ADDITIONAL RENT. ALL FUNDS PAID OUT BY LANDLORD ON BEHALF OF A TENANT SHALL BE PAYABLE AS ADDITIONAL RENT BY TENANT.**

TENANT AND/OR OWNER OF A MOBILE HOME CURRENTLY LOCATED AT HILLTOP MOBILE VILLAGE AND BUILT PRIOR TO JUNE 15, 1976, MAY SELL A MOBILE HOME TO A BUYER WHO WISHES TO HAVE THE MOBILE HOME REMAIN ON THE PROPERTY OF HILLTOP MOBILE VILLAGE. WHEN THE MOBILE HOME IS IN COMPLIANCE WITH AND MEETS ALL THE STANDARDS SET FORTH IN THE HUD-MANDATED DESIGN AND CONSTRUCTION

STANDARDS AND IN THE TOWNSHIP, COUNTY AND STATE REGULATIONS. IN ADDITION, ANY TENANT PLANNING TO SELL THEIR HOME MUST GIVE WRITTEN NOTICE TO LANDLORD. LANDLORD RESERVES THE RIGHT TO INSPECT HOME AND LOT AND REQUIRE THAT ANY FAILURE TO PROPERLY MAINTAIN EITHER MUST BE REMEDIATED PRIOR TO SALE. IF THE MOBILE HOME FAILS TO MEET SAID STANDARDS, IT MAY BE SOLD ONLY TO A BUYER WHO REMOVES SAID MOBILE HOME FROM THE PROPERTY OF HILLTOP MOBILE VILLAGE. Example of such important items are as follows: Aluminum wiring adapted and correct outlets for AL/CU codes, Roof repairs as required to support snow loading and protection from collapse, Stairs repaired, Furnace corrections including flu venting.

NO PERSON SHALL OWN A MOBILE HOME IN HILLTOP MOBILE VILLAGE PARK, WITHOUT RESIDING IN THE HOME.

A TENANT INFORMATION FORM IS TO BE FILLED OUT BY EACH OWNER OF EACH MOBILE HOME UNIT WHEN REQUESTED BY MANAGEMENT. NEXT OF KIN MUST BE PROVIDED ON THE TENANT INFORMATION SHEET WHICH SHALL INCLUDE NAME, ADDRESS AND PHONE NUMBER. IF YOU DO NOT COMPLY, YOU WILL BE CONSIDERED A MONTH-TO-MONTH TENANT AT AN ADDITIONAL CHARGE PER MONTH AS ADDITIONAL RENT.

PICTURES OF EVERY TENANT AND PET MUST BE TAKEN ANNUALLY AT THE SALES OFFICE AND KEPT ON FILE IN THE SALES OFFICE. A PENALTY WILL BE CHARGED AS ADDITIONAL RENT UNTIL TENANT COMPLIES. IF TENANT DOES NOT COMPLY, LEASE WILL NOT BE RENEWED.

**NO RENEWAL OF LEASE IF:**

- (1) BALANCE IS DUE ON ACCOUNT.
- (2) SECURITY IS NOT UP TO DATE.
- (3) TENANT INFORMATION FORMS ARE NOT FILLED OUT.
- (4) HOMEOWNERS INSURANCE CERTIFICATES ARE NOT SUPPLIED AND ARE NOT CURRENT.
- (5) PAYMENT IN FULL IS NOT RECEIVED FOR PRO-GUARD OR LIKE KIND INSURANCE.
- (6) CURRENT PICTURE OF TENANT IS NOT ON FILE.

IF TENANT FILE IS NOT COMPLETE WITH ALL THE ABOVE INFORMATION, THE TENANT WILL BE CONSIDERED A MONTH-TO- MONTH TENANT AT AN ADDITIONAL FEE PER MONTH AS ADDITIONAL RENT.

SHOULD YOU DECIDE NOT TO RENEW YOUR LEASE, MANAGEMENT MUST BE NOTIFIED IN WRITING THIRTY (30) DAYS PRIOR TO EXPIRATION DATE ON LEASE. THIS INCLUDES MONTH-TO MONTH TENANTS.

NO PROSPECTIVE TENANT WILL BE PERMITTED OCCUPANCY THAT DOES NOT HAVE A MINIMUM ESTABLISHED CREDIT SCORE. ALL OUTSIDE CREDIT REPORTS ARE NOT ACCEPTED. ALL CREDIT SCORES MUST BE RUN BY PARK OFFICE AND CREDIT HISTORY MUST BE RUN BY PARK OFFICE. CREDIT CHECK S ARE THE RESPONSIBILITY OF THE PROSPECTIVE TENANT AND THEIR GUEST WHO WILL RESIDE IN SAID HOME.

MANAGEMENT RESERVES THE RIGHT TO OBTAIN A CREDIT FOR PURPOSES OF OTHER THAN EVICTION, IF THERE ARE OUTSTANDING BALANCES ON THE TENANT'S ACCOUNT. THIS IS AT THE EXPENSE OF HILLTOP MOBILE VILLAGE.

THE FOLLOWING ARE THE REQUIREMENTS FOR BECOMING A RESIDENT OF HILLTOP MOBILE VILLAGE:

- (1) MUST HAVE 1 YEAR OF ESTABLISHED CREDIT.
- (2) MUST HAVE MINIMUM REQUIRED CREDIT SCORE
- (3) MUST PROVIDE SIX (6) MONTHS OF EMPLOYMENT HISTORY.
- (4) MUST PROVIDE EMPLOYMENT VERIFICATION (COMPLETED BY EMPLOYER)
- (5) CURRENT AND/OR PREVIOUS LANDLORD VERIFICATION (COMPLETED BY LANDLORD(S))

RENT OR MORTGAGE PAYMENTS WILL BE ACCEPTED ONLY FROM APPROVED RESIDENTS OR APPROVED GUEST. HILLTOP MOBILE VILLAGE. WILL ACCEPT PAYMENT FROM ANY PERSON OR ORGANIZATION WHO IS AUTHORIZED TO PAY ON BEHALF OF THE TENANT NOT LISTED ON HILLTOP MOBILE VILLAGE ANNUAL TENANT INFORMATION SHEET.

SHOULD ANY TENANT BE FOUND TO BE GIVING UNTRUTHFUL INFORMATION ON THE TENANT INFORMATION FORMS, HE/SHE IS SUBJECT TO EVICTION. HIS/HER UNIT CAN BE SOLD BY THE OWNERS OF THE UNIT BUT THE UNIT WILL NOT BE PERMITTED TO REMAIN ON THE PARK PROPERTY.

IF A FAMILY MEMBER TAKES A UNIT OVER, THEY ARE SUBJECT TO THE "SALE" REQUIREMENTS AND A RENT INCREASE WILL BE ASSESSED.

ANY DAMAGE CAUSED BY THE TENANT SHOULD BE REPAIRED BY THE TENANT.

HOUSING ASSISTANCE DOCUMENTATION MUST BE PROVIDED TO HILLTOP MOBILE VILLAGE IN WRITING WITH THE ORIGINAL APPLICATION ALONG WITH THE CASE#, CONTACT SUPERVISOR NAME, PHONE NUMBER AND EMAIL ADDRESS. UNDOCUMENTED HOUSING ASSISTANCE WILL NOT BE APPLIED TO THE TENANT'S ACCOUNT BALANCE.

PROSPECTIVE TENANTS MAY REQUEST THAT WE HOLD AN APARTMENT OR MOBILE HOME UNTIL OCCUPANCY. TENANT MUST DEPOSIT ONE (1) MONTH'S RENT (NON-REFUNDABLE) WITH THE NEW JERSEY OFFICE. ALL APARTMENTS AND MOBILE HOMES WILL ONLY BE HELD AT A MAXIMUM OF ONE (1) MONTH. ALL MONIES ARE DUE TEN (10) DAYS PRIOR TO THE MOVE-IN DATE VIA CASH OR MONEY ORDER ONLY. NO PERSONAL CHECKS ACCEPTED.

ANY INFRACTION OF THE RULES AND REGULATIONS WHICH REQUIRES A CEASE LETTER SENT BY AN ATTORNEY OR ANY ADDITIONAL LEGAL ACTION WILL BE CHARGED AT THE ATTORNEY'S RATE AND BE BILLED AS ADDITIONAL RENT. IF ANY ADDITIONAL LEGAL FEES INCURRED SHALL BE BILLED AS ADDITIONAL RENT.

IF AFTER THREE (3) DAYS OF RECEIVING A WARNING LETTER, YOU HAVE NOT CORRECTED SAID VIOLATION, HILLTOP MOBILE VILLAGE WILL CORRECT VIOLATION AND TENANT WILL BE BILLED FOR THE RATE OF THE ATTORNEY'S CEASE LETTER WHICH WILL BE BILLED AS ADDITIONAL RENT.

IF YOU REQUIRE AN ADDITIONAL COPY OF YOUR LEASE AGREEMENT YOU WILL BE CHARGED TEN DOLLARS (\$10.00) TO BE BILLED AS ADDITIONAL RENT.

TOWNSHIP INSPECTION WILL BE BILLED TO THE SELLER AT THE TOWNSHIP RATE

HOMEOWNER REPAIRS WILL BE BILLED FIFTY DOLLARS (\$50.00) PER MAN PER HOUR; EACH ADDITIONAL HALF-HOUR, OR PORTION THEREOF WILL BE BILLED PER MAN HOUR AS ADDITIONAL RENT.

PEST CONTROL IS RESPONSIBILITY OF THE HOMEOWNER AND TENANT.

NO SMOKING IS ALLOWED IN ANY RENTAL UNIT.

CHARGES WILL APPLY FOR REPAINTING AND EXTERMINATING. ALL LEGAL FEES WILL APPLY.

NO SNAKES OR RODENTS ARE PERMITTED IN RENTAL UNITS.

UPON VACATING THE HOME YOU MUST PROVIDE HILLTOP MOBILE VILLAGE WITH A FORWARDING ADDRESS AND PHONE NUMBER.

TRANSFERS OF HOMES, EVEN WITHIN THE FAMILY, ARE SUBJECT TO ALL INCREASES, INSPECTIONS AND SALE TERMS. MANAGEMENT MUST BE NOTIFIED PRIOR TO TRANSFER.

# APPENDIX A

## STANDARDS – ONGOING AND RESALE

**IF THE TENANT FAILS TO COMPLY WITH THE LEASE AND RULES AND REGULATIONS, IT WILL BE ENFORCED THROUGH OUR ATTORNEY. A CEASE LETTER WILL BE SENT FROM OUR ATTORNEY AND ALL FEES INCURRED BY THE LANDLORD TO ENFORCE SAME WILL BE BILLED TO YOU AS ADDITIONAL RENT. ALL FUNDS PAID OUT BY LANDLORD ON BEHALF OF A TENANT SHALL BE PAYABLE AS ADDITIONAL RENT BY TENANT.**

STANDARDS TO BE MET FOR HOME TO REMAIN IN HILLTOP MOBILE VILLAGE.

Certain reasonable standards, particularly relating to health and safety, have been a continuing requirement at HILLTOP MOBILE VILLAGE for many years. The purpose of this Appendix is to state these requirements more specifically and in one (1) section of the Rules and Regulations.

There are minimum standards which a home must meet in order to remain at **HILLTOP MOBILE VILLAGE** on an ongoing basis. In addition, certain additional standards must be met for a home to be resold and remain at HILLTOP MOBILE VILLAGE.

With respect to all homes at the time of contemplated sale, such Tenants shall submit written notification of intent to sell to the New York office.

**MOBILE HOME SALE STANDARDS:** Tenant and/or owner of a Mobile Home currently located at HILLTOP MOBILE VILLAGE and built prior to June 15, 1976, may not sell a Mobile Home to a buyer who wishes to have the Mobile Home remain on the property of HILLTOP MOBILE VILLAGE unless the Mobile Home is in full compliance with and meets all standards set forth in the HUD mandated design and construction standards, and in the Township, county and state regulations. The home is deemed safe structurally as the age of these homes are subject to truss failures and severe wood rot from leaks. If the Mobile Home fails to meet said standards, it may be sold only to a buyer who removes said Mobile Home from the property of HILLTOP MOBILE VILLAGE.

**RIGHT OF FIRST REFUSAL:** For units to remain on HILLTOP MOBILE VILLAGE property, whether or not the unit is being sold, the unit must be brought up to Park Standards. Tenant(s) shall be prohibited from attempting to sell their home if it is to remain on HILLTOP MOBILE VILLAGE property, without first offering it for sale to Management. At the time of the receipt of any offer from any prospective purchaser for a home that is For Sale, the Tenant must offer Management in writing within seven (7) business days the opportunity to purchase the mobile home with the same terms and conditions as had been offered by any bona fide prospective third-party purchaser. After being notified of this offer in writing, by certified mail, Management will notify the Tenant in writing within seven (7) business days whether the offer is being accepted. If Management does not respond in writing within seven (7) business days, then Management agrees that it has given up its Right of First Refusal. The mobile home can be sold to an outside party without giving the Landlord the opportunity of the right of first refusal, although the Landlord's statutory right to approve prospective purchasers remains in effect.

The Seller must present a written offer of purchase from any prospective buyer who intends to buy the mobile home on the leased premises and a copy of that written offer must be given to Management in person. In the event Management notifies the Tenant that it is not going to exercise the Right of First Refusal, then the Tenant may sell the mobile home to the third party, requiring Management's approval of the buyer. In the event, however, that subsequent to Management's rejection of the Right of First Refusal any of the terms and conditions of the sale change, written verification of the changes must be supplied to Management's Right of First Refusal shall apply again to the new terms and conditions.

An inspection of the home, setting and lot will be made prior to granting approval for a home to be sold and remain at **HILLTOP MOBILE VILLAGE**. Management may require as a precondition to allow the home to remain at **HILLTOP MOBILE VILLAGE** upon resale that the Tenant repair, change or modify the home, any utility building, any addition or other improvement, any aspect of the lot which is the Tenant's responsibility to maintain which does not meet the resale standards set forth below. In the event weather conditions prohibit completion of the required maintenance or modifications, an alternative provision may be made.

### HOME:

In assessing the condition of the home, the following factors will be considered:

1. Exterior appearance (no rust).
2. Cleanliness and neatness.
3. Paint, windows and frames, doors, awnings etc. i.e., factors normally taken into consideration in the appraising of a home.

4. Any porch, deck or enclosure must be in acceptable condition and appearance. The home (including any porch, deck, etc.) shall be completely skirted with material of one color and type with no openings for harborage of animals.
5. All steps and handrails shall be structurally sound and of good appearance. Safety of steps shall be an important consideration. Handrails must be BOCA approved.
6. The home must have an approved anchoring system consisting of frame tie-downs.
7. Skirting shall be of approved vinyl or pre-finished aluminum, coordinating color as the home, installed vertically with a two-track system, with vent panels every twelve (12) feet. Skirting must be factory designed for mobile home use only.
8. All utility connections shall be carefully examined to determine that they are operating correctly. If they are not, the resident shall make appropriate modifications.
9. Every home must pass building and plumbing inspection.
10. Any existing propane tank must be relocated to the rear of the home.
11. The home must have all smoke detectors and fire extinguishers required by all State, County and Local Codes.
12. If there is an existing underground oil tank, it must be removed before a sale can take place. Oil tank must be tested and found free of leaks. Any leaks found are the responsibility of the seller & must be cleaned up prior to sale.
13. Above ground oil tanks should be on legs and mounted on concrete.
14. Seller must have insurance of some type to cover leakage of oil.
15. An approved asphalt driveway, minimum size 20' x 20', must be in place prior to sale.

#### **LOT**

1. The utility building (shed) shall be in good condition with no evidence of rust, dry rot, holes, etc. The door shall operate properly, tightly closing the opening when shut. The shed shall be no larger than one hundred (100) square feet, no higher than eight feet (8'). Buyer
2. All walks must be in good condition with grass and weeds removed.
3. Lawns shall be properly mowed and trimmed with no bare spots and weeds shall be removed from around shrubs and trees. All shrubs must be trimmed. If the lawn has been neglected to be cut and is 5" or more in height, management will cut the lawn and charge the tenant fifty dollars (\$50.00) to be billed as ADDITIONAL RENT
4. Driveways shall be in good repair and coated if oil or grease stains are visible.
5. Existing clothesline shall be removed prior to a resale being approved. This does not apply to umbrella type clotheslines.
6. Curbing shall be clean and free of weeds.
7. All vegetable gardens and fences must be removed and ground reseeded.
8. The grounds shall be neat and free of junk, debris and animal droppings.

**FOR SALE SIGNS:** Only one (1) for sale sign is permitted. For Sale sign is not to exceed twenty-four inches by eighteen inches (24" x 18"). Sign must be inside of window in home, not on lawn. No homemade signs allowed. If you do not comply, a Cease Letter will be sent from our attorney, and all additional legal fees incurred will be billed to you as ADDITIONAL RENT.

#### **NEW RESIDENTS:**

1. Application for lot rental must be completed by new potential resident(s) and approved by Management before transfer of home. The Tenant is responsible to bring all prospective buyers to the office for prior approval before purchasing the new home. If the Tenant is using a Realtor, then the Realtor should be present during meetings with the Management office and are to meet with Management or his designated agent.
2. Prospective residents are to have an application for tenancy completed, notarized and a copy returned to the office. The prospective Tenant shall complete a financial disclosure form which will be supplied by Management at a personal interview which shall be conducted by the Landlord or his designated representative.
3. No prospective Tenant who is financially responsible for the rent will be permitted occupancy that does not have a minimum established credit score of five hundred seventy-five (575). Management will complete a resident screening which includes a credit report. External reports supplied by prospective Tenant, such as Credit Karma, will not be accepted.
4. The prospective Tenant shall authorize Management to secure any and all information from references supplied, creditors past or present banks and financial reporting agencies with a view toward determining the financial ability of the prospective Tenant to meet his obligations. Credit report and proof of income (pay slips, letter from previous landlord, etc.) satisfactory to Management is necessary before application may be approved. Management shall review any pertinent tenancy, and shall have twenty business (20) days within which to determine the qualifications for tenancy of the applicant.
5. One who occupies the home must be the owner and named on the title
6. A copy of contract between seller and buyer and/or lending agent (bank) is to be submitted to the Park Manager before the sale takes place; a copy of the Certificate of Title after the sale is completed must be submitted to the Park Manager within thirty days (30) of closing. A five hundred dollar (\$500.00)

refundable deposit is required at closing which will be credited to your account or refunded to you upon receipt of a copy of the transferred title.

**INITIAL RESIDENT SCREENING:**

- Validation, limited to, forty-five (45) days from the date the credit report is generated.
- Credit Check (\$20.00)
- Resident screening for each additional proposed applicant(s) or non-family member over 18 years of age will be charged a non-refundable fee. The actual person must be present at the time of application to sign and provide legal proof of identity in front of a company representative.

Upon acceptance of tenancy, the following is required prior to move-in:

- a. A non-refundable application fee of two hundred fifty dollars (\$250.00)
- b. Copies of Drivers Licenses of all drivers in household
- c. Copies of Social Security cards of all occupants
- d. Photos of each future Tenant and pet (taken by Management representative)
- e. Tenant Information sheet is required to be updated annually
- f. Copies of vehicle registrations and insurance cards required annually
- g. Copies of Current Pet License(s) and Current Pet(s) Inoculation Forms required annually
- h. Copies of Homeowner's/Renter's Insurance
- i. Oil tank insurance required annually
- j. Copies of oil auto delivery required annually or change in service provider
- k. Fuel company delivery declaration

**Commission** - Upon request, Management will undertake to find a qualified buyer for a selling Tenant and arrange financing, where possible, for a negotiated fee.

**Attorney** – Upon request, Management handles the closing of your unit and closing does not take place through no fault of Management, Tenant is liable for actual legal fees incurred by Management. Fees will be billed to Tenant as ADDITIONAL RENT.

**TENANT / LANDLORD**

He/She/They - Tenant - have received these documents:

- A. The Landlord's Rules and Regulations
- B. The link for the NJ Truth in Renting book is as follows:

**[https://www.state.nj.us/dca/divisions/codes/publications/pdf\\_tit\\_tir.pdf](https://www.state.nj.us/dca/divisions/codes/publications/pdf_tit_tir.pdf)** .

The Rules and Regulations, Truth in Renting Document are part of the Lease Agreement.

The Tenant admits by signing that he has read them. The Tenant admits it is his duty to comply with them and to keep same in a safe place as there is a fee to replace any of these items.

Respectfully,

HILLTOP MOBILE VILLAGE  
MANAGEMENT

**PLEASE NOTE: THESE RULES AND REGULATIONS ARE SENT/GIVEN TO YOU, THE PROOF OF SERVICE AS IDENTIFIED BY YOUR SIGNATURE OR CERTIFIED MAIL AND IS BINDING UPON YOU FOR THE TIME YOU RESIDE AS A TENANT ON THESE PROPERTIES OPERATED BY HILLTOP MOBILE VILLAGE.**

SIGN AND RETURN

THE UNDERSIGNED TENANT(S) DO HEREBY AGREE TO ABIDE BY THE TERMS AND CONDITIONS OF THESE RULES AND REGULATIONS, TO BE SUBJECT TO THE LEGAL ENFORCEMENT AND ACKNOWLEDGE RECEIPT HEREOF.

Nineteen (19) pages of Rules and Regulations

**EFFECTIVE: APRIL 1, 2023**

Our home is insured by \_\_\_\_\_ the agents Name is \_\_\_\_\_

The Agents Phone Number is \_\_\_\_\_ My Policy # \_\_\_\_\_

\_\_\_\_\_ DATED THIS \_\_\_\_\_, DAY OF \_\_\_\_\_, 2023

TENANT: \_\_\_\_\_

TENANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**IF ANY OF THE ABOVE INFORMATION IS FALSE, (I/WE) AGREE THAT THE LANDLORD HAS THE RIGHT TO EVICT.**



**TENANT / LANDLORD**

He/She/They - Tenant - have received these documents:

- C. The Landlord's Rules and Regulations
- D. The link for the NJ Truth in Renting book is as follows:

**[https://www.state.nj.us/dca/divisions/codes/publications/pdf\\_titir.pdf](https://www.state.nj.us/dca/divisions/codes/publications/pdf_titir.pdf) .**

The Rules and Regulations, Truth in Renting Document are part of the Lease Agreement.

The Tenant admits by signing that he has read them. The Tenant admits it is his duty to comply with them and to keep same in a safe place as there is a fee to replace any of these items.

Respectfully,

HILLTOP MOBILE VILLAGE  
MANAGEMENT

**PLEASE NOTE: THESE RULES AND REGULATIONS ARE SENT/GIVEN TO YOU, THE PROOF OF SERVICE AS IDENTIFIED BY YOUR SIGNATURE OR CERTIFIED MAIL AND IS BINDING UPON YOU FOR THE TIME YOU RESIDE AS A TENANT ON THESE PROPERTIES OPERATED BY HILLTOP MOBILE VILLAGE.**

SIGN AND RETURN

THE UNDERSIGNED TENANT(S) DO HEREBY AGREE TO ABIDE BY THE TERMS AND CONDITIONS OF THESE RULES AND REGULATIONS, TO BE SUBJECT TO THE LEGAL ENFORCEMENT AND ACKNOWLEDGE RECEIPT HEREOF.

Nineteen (19) pages of Rules and Regulations

**EFFECTIVE: FEBRUARY 1, 2022**

Our home is insured by \_\_\_\_\_ the agents Name is \_\_\_\_\_

The Agents Phone Number is \_\_\_\_\_ My Policy # \_\_\_\_\_

\_\_\_\_\_ DATED THIS \_\_\_\_\_, DAY OF \_\_\_\_\_, 2022

TENANT: \_\_\_\_\_

TENANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**IF ANY OF THE ABOVE INFORMATION IS FALSE, (I/WE) AGREE THAT THE LANDLORD HAS THE RIGHT TO EVICT.**

