

Birchwood Village MHP, LLC

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Rental Application Requirements for Home Buyers and/or New Residents

Please be advised that prior to the sale of a home at Birchwood Village MHP in Attleboro, MA, we must approve all prospective buyers and residents through our own application process; this must be done prior to a change of ownership/residency. Following is a checklist of the required documents in order for us to accept an application. Application Package must be mailed to us with original signatures:

1. Signed Purchase & Sale Agreement.
2. The Rental Application should be filled out in its entirety, signed and dated by all applicants.
3. A color copy of a valid photo ID for all applicants.
4. Current copy of pay stubs or other proof of income.
5. Signed signature page stating you've received the Rules & Regulations and Written Disclosures.
6. Signed Lease – One Year or Five Years.

Management may complete an exterior inspection of the home and may require repairs prior to approval.

If the applicants are approved, we need to review and approve the draft Bill of Sale before we complete a Park Approval Form. The Bill of Sale template can be found on our website on the Manufactured Housing page.

The buyers and new residents are not approved to purchase the home or live in the community until we sign the Park Approval Form.

Immediately upon Closing, we require a legible copy of the signed Bill of Sale; this document is necessary for the validity of our records and may be emailed or mailed to the above address.

Thank you for your interest in our community.

Melissa Caron
Management

VelvetCoconutInc@gmail.com

Birchwood Village MHP, LLC RESIDENTIAL RENTAL APPLICATION 6 Taunton Ave, PO Box 1201, Norton, MA 02766. Thank you for your interest in our community. Please complete all requested information. Tel: 508.807.7216. Applications must be **mailed** to our Norton PO Box.

*****Only ONE (1) DOG per home is permitted*****

Property Address: 1340 County Street, Unit _____, Attleboro, MA 02703. **Desired Date of Occupancy:** _____

PERSONAL INFORMATION

Applicant's Full Name: _____ Cell #: _____

Date of Birth: _____ Social Security Number: _____ Home #: _____

Email Address: _____

Co-Applicant's Full Name: _____ Cell: _____

Relationship: _____ DOB: _____ SSN: _____

Email Address: _____

Other Co-Applicants, Residents/Children:

Name Relationship DOB SSN

Name Relationship DOB SSN

Name Relationship DOB SSN

RESIDENCE HISTORY

Current Address: _____ City: _____ State: _____ Zip: _____

Rent or Own: _____ Rent/Mortg: \$ _____ How Long: _____ Reason for Moving: _____

Landlord/Bank Name: _____ Telephone: _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Rent or Own: _____ Rent/Mortg: \$ _____ How Long: _____ Reason for Moving: _____

Landlord/Bank Name: _____ Telephone: _____

VEHICLE INFORMATION

of Vehicles: _____ Applicant's License #: _____ Co-Applicant's License #: _____

Make/Model: _____ Year: _____ Color: _____ Plate No: _____

Make/Model: _____ Year: _____ Color: _____ Plate No: _____

EMPLOYMENT INFORMATION

Applicant's Employer: _____ How Long: _____

Job Title: _____ Address: _____

Supervisor: _____ Telephone: _____

Co-Applicant's Employer: _____ How Long: _____

Job Title: _____ Address: _____

Supervisor: _____ Telephone: _____

Total Monthly Household Income: _____ **(proof of income must be provided)**

If there are other sources of income you would like us to consider, please list income, frequency, and source/person who we could contact for confirmation. You do not have to reveal alimony or child support unless you would like us to consider it in this application.

Amount \$ _____ per _____ Source _____ Telephone _____

Amount \$ _____ per _____ Source _____ Telephone _____

HAVE YOU OR YOUR CO-APPLICANT EVER:

Been sued for non-payment of rent? Yes ___ No ___ Been evicted or asked to move out? Yes ___ No ___ Broken a Rental Agreement or Lease? Yes ___ No ___ Been sued for damage to a rental property? Yes ___ No ___ Declared Bankruptcy? Yes ___ No ___ Been convicted of a felony? Yes ___ No ___

Do you serve in the Military? Yes ___ No ___ Do you plan on enlisting in the military? Yes ___ No ___

Other Remarks/Comments: _____

In Case of Emergency, Notify: _____

Relationship: _____ Home #: _____ Cell #: _____

Applicant Statement and Acknowledgment: I certify that the information herein submitted is true and correct. I recognize that as part of the application process, The Lannan Company, Inc. will make searches and investigations, including credit, background, rental, and eviction history checks. I authorize the agent for this company to verify all the above information. I understand that the agent will retain the application whether or not it is approved.

Applicant's Signature Date

Co-Applicant's Signature Date

FOR OFFICE USE ONLY:

Approved: ___ Not Approved: ___ By: _____ Date: _____

Birchwood Village MHP, LLC Lot number _____ *Resident/Homeowner hereby*

acknowledges receipt of the Rules and Written Disclosures.

Resident/Homeowner Signature Date Print Name

Resident/Homeowner Signature Date Print Name

Please read and understand all Rules and Regulations, Written Disclosures and Lease. Below are some important items to note. Each resident/owner must initial next to each item.

_____ (Initials) 1. All residents and homeowners must be pre-approved by Management through our application process.

_____ (Initials) 2. Only one dog per home is allowed. Dogs must be leashed and supervised at all times when outside the home. Please see Rule 26 for breed and animal restrictions.

_____ (Initials) 3. The exterior of homes and lots must be maintained in good, clean condition at all times.

_____ (Initials) 4. Any and all outside additions or improvements to your home or lot must be pre-approved by Management. Fences are not allowed. Only one shed per home is allowed.

_____ (Initials) 5. Heat tape is required to be functional on the exterior pipes of all homes during cold temperature months, typically October-March. The skirting must be in good repair.

_____ (Initials) 6. Homeowners must notify Management if they intend to sell their home.

_____ (Initials) 7. Rent is due on the 1st of each month.