Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

DS
SW

MOBILE HOME PARKS
RULES AND REGULATIONS
2024 - 2025

PLEASE READ CAREFULLY

The policies set forth in the following instructions are to try to give a standard to go by so that everyone knows what is expected of them and their neighbors. Our park will continually be in the process of improvements, modifications and change however, you are expected to do your part in keeping your lot neat and orderly. OWNER reserves the right to modify these rules and regulations upon the provision of thirty (30) days' notice.

1.0 REGISTRATION

1.1 **OWNER OF RECORD.** TENANT warrants and represents that TENANT is the owner of the manufactured home and that TENANT'S name appears on the Title. All homes located in the community must be titled by the State of Maine and a copy of such title must be provided to management.

1.2 Each tenant must register with the management upon arrival in the park and submit an application provided by the management, prior to being accepted as tenants. All occupants of the residence must be included in the application when the application is submitted to and accepted by the landlord. Any changes in the occupancy status may affect the monthly rent up to $50 per month, per person. **NO TENANT WILL BE ALLOWED TO TAKE IN ANY PERSON WITHOUT PERMISSION OF MANAGEMENT.**

1.3 Anyone not listed on the rental agreement is considered a visitor/guest. Guests and visitors staying over 2 days must be registered with the landlord, notifying the landlord by mail or phone. No person previously evicted by management may come in the park. It is the responsibility of the tenant to provide guest/visitor information to the landlord. If the information is not provided to the landlord, the landlord reserves the right to adjust the rent for the 30 day period, proceeding the time when the information first is available to the landlord. A background/criminal check will be done and we reserve the right to refuse any guest from coming in and staying in the park. The tenant(s) is responsible for all behavior and actions of all guests.

2.0 PAYMENT OF RENT

2.1 The amount of Rent is equal to the sum of lease payment, late fees if any, and any other fees described in this document and assessed to tenant. Rent payments are due on the first day of each month.

2.2 Rent must be paid in advance unless previous arrangements have been made with the management. The landlord will provide a letter for the tenant to sign in the case of rent payment arrangements other than a single monthly payment, payable on the first day of the month in advance.

2.3 To the current lot rent, $35.00 per guest extra per month or part thereof will be charged for guests staying over 2 days. There will be no charge for children under 16 if they are in the company of their parents or guardian.

2.4 Tenants are responsible for mailing or delivering his, her, their rent to the management or authorized agent by the 1st of the month. If the rent is not paid by the 8th day of the month the tenant will be served with necessary papers to start eviction process. A late charge of 4% of total balance due will automatically be accessed 15 days from due date and become part of rent due.

2.5 Anyone passing a check of insufficient funds will be charged $35.00 plus bank charges against the landlords

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

account.

2.6 Any monies paid to management shall be allocated in the following manner:

a. To any outstanding fees and charges first (water/sewer or other utility charges, repair charges, animal fees, legal service/filing fees that tenant may incur, etc.)
b. Lot rent
c. then to trailer payments (Lease Purchase), if applicable

2.7 Managements acceptance of a partial rent payment shall not be constructed as a waiver of management's right to act under these rules, or under the provisions of the rental agreement in the event of residents failure to make the full required rent payment. Any unpaid rent after the 15th of the month will be subject to the late fee.

2.8 **CONTINUED LIABILITY FOR RENT.** TENANT'S liability for payment of rent will continue until the manufactured home is either: (1) removed from the leased site in accordance with the terms of this Lease and the Community Rules and Regulations; (2) returned to the lienholder of the manufactured home, if any, and the lienholder has notice of such return; or (3) sold in accordance with all provisions regarding on-site resale of homes as contained in the Community Rules and Regulations.

3.0 INSURANCE

3.0.1 If Agreement is a Rent-to-Own, Purchaser will insure the Home against all hazards in form and amounts and with an insurer satisfactory to Seller and will provide proof of same to Seller before the commencement of this Agreement. Purchaser must list GC MHP, LLC as an additional insured party. Purchaser also must insure the home for the full price of this installment contract. Along with the other rights and remedies of Seller contained in this contract, if Purchaser fails to obtain insurance Seller shall have the right to charge the Purchaser a non-compliance fee of $14.95/month along with the right to obtain it at Purchaser's expense (without waiver of any other remedy) and Purchaser assigns to Seller all right to receive proceeds of insurance not exceeding the unpaid balance (including any costs of collection, attorney's fees or other costs actually incurred in connection with it) and directs any insurer to pay all proceeds directly to Seller and authorizes Seller to endorse any draft for proceeds. In the event of damage to the Home and payment of insurance, Seller shall have the option of replacing the Home or applying the proceeds to any obligation under this agreement. Seller may, upon default in the payment or performance of any obligation under this agreement, cancel any insurance on the Home.

3.0.2 If Agreement is a Lot Rental or Regular Rental, Tenant is required to maintain property damage liability insurance during the Term of the Agreement and any subsequent renewal periods. You also have the option of paying a monthly waiver fee of $14.95 for not complying with your lease if you choose not to purchase liability Insurance. This fee is considered additional rent and considered a breach of the Agreement if unpaid. See addendum for details.

4.0 TRASH REMOVAL

4.1 The tenant is responsible to get all trash to a proper disposal container weekly. Any recycled containers must be kept in secure containers and removed weekly. **No dumping of any other materials is allowed without coming to the office or calling the office to make arrangements for removal first.**

4.2 **Personal belongings must be stored neatly next to trailer or in storage shed. Tenants need to make arrangements to haul mattresses, furniture, building materials, appliances, brush, etc., to the transfer station. Nothing is to be stored behind trailers for any amount of time.** This includes children toys when not in use. Outdoor or patio furniture may be left outside in a neat and organized manner between May 1st and November 1st. Outside of this time, all outdoor furniture must be removed and neatly stored against the home or in a storage shed.

4.3 The park manager at the rate of $50.00 per hour plus disposal expenses will dispose of all articles of trash not

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

disposed of properly. The landlord will serve the tenant a notice of violation for negligence prior to any action of disposal. Payment will become part of the rent due.

5.0 LOT AND YARD CARE

5.1 Lawns must be kept mowed (under 4 inches). Any lawn needing to be mowed, at the discretion of the management will be mowed at a cost of up to $100.00 to the tenant per mowing. The landlord will NOT serve the tenant a notice of violation for failing to maintain their lot. If the tenant can not maintain their lawn, the owner of the park reserves the right to take the necessary actions to do so and charge the tenant for the cost of said actions.

5.2 Lots must be kept clean and any items stored must be done so in an orderly fashion. The park reserves the right to ask you to clean up your lots and dispose of any items not meant to be stored outside. Failure to comply may result in a violation notice.

5.3 Trees will not be removed from the premises unless they are considered dangerous or diseased beyond saving. This decision will be at the sole discretion of the community management. A resident may request that a tree be removed in writing at the on-site management office and in the event that the on-site management determines that the tree is to be removed, they must also obtain written authorization from the corporate offices of the Community.

6.0 SHEDS-STORAGE BUILDINGS

6.1 The construction and location of storage buildings will be allowed only by written permission of the management. If approved, a building permit may be required by the town of Greenbush and must not exceed 8’ wide by 8’ long and 8’ high. They must be painted or have vinyl siding, the same color as the mobile home. The town of Greenbushor other parks, stipulations vary and you will have to contact the office for those specifications. All sheds must be kept in good repair by the owner/tenant of the home. If the shed is privately owned by the owner of the home, the park expects it to be held to the same standards of the park. Roof, sides, doors in good working order. The landlord will serve the tenant a notice of violation for negligence related to the repair of the shed. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

7.0 SNOW REMOVAL

7.1 Tenant is responsible for snow removal from their own driveway walks and decks.

7.2 The tenant is responsible for maintaining access to their electrical meter, heating supply storage fill area, walkways and decks.

7.3 Tenants are responsible for sanding their individual driveway and walkways.

8.0 MAINTENANCE AND UPKEEP OF OWNER-OCCUPIED

8.1 All mobile homes entering the park are to be enclosed with skirting approved by the management within twenty-one (21) days. All hitches must be removed or covered with plywood/skirting of the same color that the home has. All skirting must be properly secured and kept in good repair by the owner of the home. There must be access to water and sewer hookups. The landlord will serve the tenant a notice of violation for negligence related to the repair of the skirting and/or removing the hitch. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs. Wrapping skirting in plastic or other methods in the winter is allowed and recommended by the Owner. However, all insulating methods must be removed by April 30th for the duration of the summer.

8.2 All steps, decks, landings, railings and handrails are to be built and maintained to the specification of the federal,

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

state and local code requirements. All homes must be in compliance with all local codes. The landlord will serve the tenant a notice of violation for negligence related to the repair of the decks, steps, landings, railings and handrails. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

8.3 All mobile homes must have pitched roofs, windows, doors, skirting and siding (including paint) kept in good repair. The landlord will serve the tenant a notice of violation for negligence related to the repairs. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

8.4 OWNER reserves the right to inspect for repairs impacting the usage of fuel, water and/or electricity; and to charge back to the tenant the costs incurred for repairs if tenant fails to make the repair with reasonable notice.

8.5 All homes must have a pitched roof and vinyl siding. OWNER reserves the right to terminate RESIDENTS tenancy if upgrades are not made in a reasonable amount of time with proper notice. If RESIDENT chooses to sell home, OWNER reserves the right to demand buyer remove the home from the community.

9.0 UTILITIES

9.1 The management reserves the right to inspect for leaks with notice to tenant and to charge back to the tenant the costs incurred by excessive waste. No outside watering is permitted unless mobile home is equipped with a water meter and payments are current.

9.2 Water meters may be installed on each mobile home and will remain the property of the management OR management will implement RUBS billing methodology which will consider number of occupants and may consider square footage of the home. Tenant will be billed monthly for actual usage at rate charged by the Water District and the Sewer Dept. This charge will become part of the rent balance due and payable with rent payment. Advanced payments may be escrowed in tenant's behalf. (See section 2.6.) All tenants are responsible to maintain working heat tape. If water meter freezes the charge will be $225.00 plus labor charges to replace and or repair.

9.3 RESIDENT's first bill may contain a New Account Fee in the amount of $10. This fee represents administrative costs in setting up your account and performing off-cycle billing for your initial month.

RESIDENT bills will contain a Bill Processing Fee in the amount of $_5.60__. This fee represents monthly administrative costs in conjunction with the preparation, printing, mailing, and reconciling utility charges.

9.4 RESIDENTS may receive bills with estimated charges when a unit's submeter cannot be read or if the providing utility does not provide the Property bills in a timely manner in order to effectuate monthly billing. When Property receives said utility bills or can obtain sub metered reads, it will adjust the RESIDENT's next monthly bill.

9.5 The tenant is responsible for all other utilities & services required of/or requested by the tenant. Under no circumstances shall TENANT live in, or otherwise occupy, the premises prior to the time utilities are connected and inspected, nor at any time after utilities have been disconnected for any reason.

9.6 No tenant shall tamper with any meter boxes or other electrical equipment.

9.7 OWNER reserves the right to modify the billing methodologies used and the amount of any billing fees upon the provision of thirty (30) days' notice.

9.8 OWNER reserves the right to inspect for repairs impacting the usage of fuel, water and/or electricity; and to charge back to the tenant the costs incurred for repairs if tenant fails to make the repair with reasonable notice.

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

9.9 No garbage, sanitary napkins, hygiene products, paper towels, disposable diapers, baby wipes, flushable wipes, fat, or any other non-soluble items or substances are to be flushed or emptied into drains. Any clogged or disconnected septic lines need to be reported to Management immediately.

10.0 FUEL SUPPLY & EQUIPMENT

10.1 All oil supply tanks must be installed in accordance with state and local code requirements. All external equipment is to be located to the rear of the mobile home where possible, painted and maintained in good repair. All existing equipment will be exempted from these requirements until such time of their replacement, they are determined to be unsafe or state or local code requires replacement. Fuel must be maintained at a level sufficient (1/4 tank) to prevent problems with filters and furnace parts. If it is an oil drum that is not enclosed, must run kerosene. If it runs out or proper oil was not used and the maintenance crew is called on, charges based on time of day/night will be added to your account as rent due. No unused fuel storage tank of any kind is permitted to be stored on the lot. No unused fuel will be credited back to tenant upon the termination of their tenancy.

11.0 MOTORIZED VEHICLES

11.1 The speed limit in the park - **10 MPH -** must be observed at all times. Speeding may be cause for eviction after (3) written warnings. **Please observe one way signs**.

11.2 Off street parking space is sufficient to accommodate your automobiles.

11.3 No parking of automobiles in the street at any time. Vehicles must be kept in driveway only. Vehicles parked on the street will be towed at homeowners risk and expense.

11.4 **All vehicles must be registered, inspected and operable.** Large commercial vehicles, all trailers, boats, and campers shall not be allowed within the park without express written permission of the management. Any such vehicle may be removed by management at the owner's expense and owner shall have no right of recourse against management.

11.5 Recreational vehicles designed for off road use i.e. snowmobiles, dirt motorbikes, four wheelers and all-terrain vehicles will not be permitted within the confines of the park.

11.6 Any repair of vehicles must be completed within a 24 hour period and only performed on vehicles owned by tenant. Any waste fluids must be properly discarded in accordance with all governing laws. Tenant assumes full responsibility for any environmental cleanup issues that may arise as a result of repairs done.

11.7 Commercial trucks over 3/4 ton or buses are not allowed in the park unless written permission from management is given.

11.8 Any and all lawnmowers & snow blowers must be kept in sheds and are not permitted to be left outside when not in use.

12.0 CHILDREN

12.1 Daycare will be strictly prohibited. Occasional babysitting will be allowed, however, it must be of short duration and be limited to two children.

12.2 Parents are expected to supervise and exercise reasonable control of their children's conduct and will be held responsible for any damage done by them. Children are to stay away from empty lots and empty mobile homes.

13.0 ANIMALS

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

13.1 ***No animals are allowed in the park without prior written request of the tenant and written approval by the management, this includes pets of guests***. **If approval is granted by Management the maximum of only one (1) cat and/ or (1) dog per lot will be allowed, up to 35lbs. All cats must be spayed/neutered and must provide proof of documentation to the office**. If an animal is allowed **they must be registered** with the management, licensed in accordance to state and local law, and have all the proper medical shots, remain on owner's lot and have an identification collar with owner's name on it. Copies of current vaccinations and shot records shall be provided to management. Insurance is required if you own a dog, with a minimum of $100,000.

13.2 The fee for any unregistered animals shall be $35 per month till removed.

13.3 ALL CATS must be kept INDOORS at all times. Any animals running loose will be taken to the local animal shelter.

13.4 All animal waste must be picked up by the owners, on a daily basis, and disposed in a secure spill controlled container. The management will charge $25 per occurrence to dispose of pet waste and this charge will become part of rent due with rent payment.

13.5 Anyone not following the above mentioned rule shall be required to have all their pets removed from the park immediately.

13.6 Dogs may not be tied and left outside for any period of time.

13.7 Breeding of animals is prohibited

13.8 Animals causing nuisance, noise or perceived danger to other tenants or guests will be required to be removed from the park, immediately. This includes any dog bites that occur.

14.0 QUIET/OTHER

14.1 Radios, televisions, stereos and other sources of noise must be kept within the bounds of moderation at all times. Keep in mind that all towns have their own rules on noise ordinances on top of these.

14.2 NO loud parties, public drunkenness, or amoral conduct allowed. Tenants are encouraged to call police when disturbed.

14.3 Fireworks are not permitted in the park.

14.4 Fire pits or any type of controlled fire is not permitted in the park.

14.5 No pools or trampolines are permitted in the park unless approved by Management.

14.6 If tenant is not paying for individual water use (this includes if you are being billed via RUBS billing methodology & do not have a submeter on your home), hoses and watering of plants/grass is prohibited.

14.7 Any park fees incurred by the owner that are directly related to the tenant's home may be billed back to the tenant.

14.8 All propane/gas services for propane appliances and/or heating systems must be supplied by a licensed propane/gas provider. Landlord will not service appliances/furnaces that do not have the required tanks provided by a licensed propane/gas provider. Tenant assumes all responsibility to keep intake and outtake vents clear of snow to prevent damage to gas heating/hot water equipment. Damages caused by snow covering intake/outtake will be the sole responsibility of the tenant.

14.9 Propane or similar gas tanks must be stored properly and away from homes. Under no circumstance should

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

gas tanks be stored inside or under any home or similar structure.

14.10 No flammable materials including but not limited to gasoline, kerosene, or flammables, may be stored under, around, or within a home.

14.11 Tenants, homeowners, their cohabitants, guests and invitees shall comply with all local and State laws and park rules and regulations.

14.12 Any assault, threat of assault, or threat of violence of any kind directed at Management, Managements Employees, or persons in the community, or any intentional or reckless damage to any property within the community by a resident, their cohabitants, guests and invitees will constitute immediate grounds for eviction.

14.13 Management reserves the right to inspect any lot or the exterior of any home in the community without notice to tenants

14.14 No at home businesses may be conducted in the park without written permission from the Management.

14.15 Yard sales, garage sales, or lawn sakes are prohibited in the park.

14.16 If the town or city has an applicable ordinance or license application that requires the inspection of homes, the landlord may enter the home during reasonable hours to examine the premises. The landlord shall provide the tenant with at least 24 hours advance notice. Failure to provide access will result in lease termination as the park cannot obtain its license to operate.

14.17 Landlord may assign these rules and regulations and will remain in full force for assignee.

15.0 SALE & RENTAL OF MOBILE HOMES

NOTICE: TENANT understands and agrees that he/she is giving LANDLORD a right of first refusal prior to selling the Manufactured Home.

15.1 A tenant shall not sublet their mobile home, lot, board individuals, or rent out rooms without written approval of the Management.

15.2 In the event of the sale of your mobile home, all outstanding balances must be paid prior to sale. Approval by management must be obtained prior to closing the sale of the home. An entrance fee of one (1) month's rent may be charged to the new owner.

15.3 Should tenant decide to sell or move their home the tenant must submit in writing a 30-day notice of intent to sell or move their home. Should tenant decide to sell their home, dismantle it, or remove is from the present location, tenant must inform management of tenant's intention and provide Park Owner fourteen (14) days after 30 day notice has expired to match bona fide purchase offer from a third party or be provided the right to repurchase the home from the tenant. If Park Owner exercises this right, the purchase price to the tenant will be the same as the price the tenant paid in the purchase agreement, or the amount of the bona fide third-party offer, whichever is less.

15.4 Should Park Owner exercise its right to purchase the home, Tenant must transfer title and vacate home within a mutually-agreed upon time, but no longer than fourteen (14) days from the date Park Owner notifies tenant that is has exercised its right, unless the parties agree in writing to extend the time. At the time of the transfer of the title, tenant must vacate the home and Park Owner will pay tenant.

15.5 Should the tenant breach this right, Park Owner may enforce this right by entering a restraining order against the tenant and, because of the difficulty in establishing damages to the Park Owner, tenant agrees that it will owe liquidated damages to Park Owner in the amount of Five Thousand ($5,000) Dollars, plus Park Owner's actual

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

attorney fees and costs incurred in enforcing this right.

16.0 ON-SITE RESALE OF HOME

16.1 The right to occupy a home on the leased site is not unconditionally transferable with the sale or transfer of title to the mobile home. To ensure that the purchaser(s) of your home, should you decide to sell it, will be permitted to keep and occupy the home on the leased site, the following criteria must be met:

16.2 The exterior physical appearance and condition of the mobile home and leased site must be in good condition (windows, exterior vinyl siding, pitched roof, sheds, lawns, etc.). Therefore, prior to listing the home for sale, you are required to have the management inspect the exterior of your home and leased site to ensure that they are in compliance with the community standards. The inspection is valid for one year. If your home is not sold within that period, a supplemental inspection, at no charge, is required. All items that need repair or correction must be completed, weather permitting, prior to management's final authorization of resale. Failure to meet this criteria will allow the Landlord to reserve the right to ask that the home be removed from the park.

16.3 Two 18" x 24" For Sale signs may be placed in the windows of or on a manufactured home, but only after the inspection fee has been paid and full repairs and corrections have been completed.

16.4 If the home is to remain on the leased site, the buyer must meet with the community management, apply for and be approved for residency PRIOR to the closing on the sale of the home. If the purchaser of a home occupies the home without first having obtained Management approval for residency, the purchaser may be evicted from the community. The Resident will remain responsible for all rent and other charges which may accrue, regardless of whether the Resident continues to occupy the home.

16.5 Any improvements, alterations or additions to the mobile home and/or home site which are to remain on the home or home site following the onsite sale of the home, with the exception of concrete pads, must be sold and ownership transferred to the purchaser upon the sale of the home. It shall be the responsibility of the purchaser to have any anchoring systems inspected by a licensed installer to ensure that they have been properly installed, activated and maintained.

17.0 TERMINATING RESIDENCY AND MOVE-OUT PROCEDURE

17.1 Principle occupants contemplating moving must notify the management in writing thirty (30) days in advance.

17.2 **BEFORE** any trailer may be moved out of the park the lessee must check with management for the correct move out procedure to be followed. Only when **and if** all items are completely carried out may the trailer be moved out of the park. See last page for full Move Out Procedures.

17.3 Lots and residences must be left clean and neat upon departure from the park; negligence will result in billing the tenant for any costs incurred by the management.

17.4 Management reserves the right to terminate the tenancy if the tenant fails to reasonably follow the Rules and Regulations of the Park after written notification by management. All life safety violations shall be repaired with 24 hours, non- life safety violations shall be repaired within the time listed on the violation notice.

17.5 All tenancy must be in compliance with local codes.

17.6 **DAMAGE TO MANUFACTURED HOME.** In the case of fire or other damage to TENANT'S manufactured home located on the leased site, TENANT shall remain responsible for payment of rent during the balance of the Lease term set forth herein, unless said manufactured home is removed from the leased site, and in that event

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

TENANT is responsible only for an additional one month's rent as liquidated damages herein. Failure of a TENANT to immediately repair, secure, or remove a fire damaged manufactured home shall be just cause for termination of the tenancy. The cost of removing the manufactured home, and any other costs to repair the leased site, is the sole responsibility of TENANT.

18.0 LIABILITY

18.1 The Management is not responsible for fire, theft or damage in any way shape or form to any mobile home or other personal property belonging to the occupants living within. Neither will Management be responsible for any personal injuries to any person occupying or visiting such home or being on the premises.

18.2 If suit is brought by the Management for an unlawful detainer of the demised premises, for the recovery of any rent due or for any obligation of the tenant arising under this agreement, or by law, the Tenant hereby agrees to pay all costs in connection therewith, including but not limited to reasonable attorney's fees, whether or not the action or actions proceed to a judgment.

18.3 The Management shall not be liable for any loss, injury, death or damage to persons or property which at any time may be suffered or sustained by the tenant or by any person whomsoever may at any time be using, or occupying or visiting the demised premises, or be in, on, or about the same, whether such loss, injury, death or damages shall be caused by or in any way result from or arise out of an act, omission or negligence of the tenant or any occupant, sub-tenant, visitor or user of any portion of the premises or shall result from or be caused by any other thing or matter. The tenant shall indemnify the Management against all claims arising from any accident, injury or damage whatsoever, however caused to any person or to any property occurring during the tenancy term on or about the demised premises and against all expenses, council fees and liabilities incurred in connection with any such claim or action or proceeding brought thereon.

19.0 INFRACTIONS/VIOLATIONS

19.1 The fee for any infraction/violation that is not resolved within the given time frame, shall be $10 per day, per infraction/violation, until the issue(s) are resolved. Management will notify tenant three times regarding violating these rules and regulations. **Failure to cure will result in the termination of tenancy and eviction proceedings will commence. This is a firm policy.**

20.0 IMPROVEMENTS & ALTERATIONS.

20.1 TENANT shall make no alterations to the leased site without LANDLORD'S prior written consent. In the event TENANT makes any such alterations without first obtaining LANDLORD'S written consent, LANDLORD may require TENANT to either remove such alterations, or require TENANT to restore the premises, manufactured home, or improvements to their former conditions, all at TENANT'S sole cost and expense. All improvements and/or alterations must be performed in accordance with the Community Rules and Regulations and any state or local ordinances. LANDLORD shall be provided with a sketch of any personal improvement, porch, deck, carport, awning, shed and/or pad, or other home additions. TENANT must determine whether a building permit, variance or other approval is required by the local government. If a building permit, variance or other approval is required by the local government, TENANT shall, at TENANT'S cost, obtain the building permit and provide a copy to LANDLORD prior to beginning the improvement. A sketch of any proposed excavation and its location is to be provided to LANDLORD, but only after the utility companies have been contacted and all of the utilities servicing or otherwise running across or under the site have been properly located, marked and identified by the utility companies. Where allowed by law, any improvements made by TENANT such as concrete pads, trees, bushes shall become the property of the LANDLORD and shall remain upon and be surrendered with the Premises unless otherwise expressly agreed to in writing by the parties hereto. If the TENANT should opt to

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

remove any of the above described structures, the site shall be restored to its original condition. Unless performed by TENANT, all work on homes and/or Premises must be performed by licensed, insured contractors.

21.0 RIGHT TO MORTGAGE

21.1 LANDLORD shall have the right to subordinate this Lease to any mortgage now or hereafter placed on the leased site or the Manufactured Home Community. At LANDLORD'S request, TENANT shall execute and deliver such documents as may be required in order to accomplish the purpose of this paragraph.

22.0 CONCLUSION

We are striving to operate a well-organized, neat, quiet Mobile Home Park. This can be done with your cooperation and we must have that cooperation at all times. Failure to comply with the Rules and Regulations will result in eviction from this park.

The park is continually going through changes and improvements. The management welcomes your suggestions or recommendations. You will be received courteously and with due consideration. Thank you for your cooperation.

Docusign Envelope ID: 20ACDB31-157E-8D86-8350-753EAE84B94B

Mobile Home Park
Trailer Move Out Procedure

Before your trailer can be moved the following must be completed:

1. All payments due to the Mobile Home Park including lot rent, any late fees, or any other outstanding charges must be current.
2. The trailer must be paid for in full.
3. A tax release form must be obtained from the town and a copy of such must be given to The Mobile Home Park Management.
4. The oil tank, skirting, decks, and any belongings including trash must be removed from the Mobile Home Park, not placed in or around the dumpster.
5. Mobile Home Park Management will oversee the disconnect of the water, sewer, and electrical.
6. **Mobile Home Park Management must be present when trailer is moved from lot.**
7. All blocking must be removed or piled neatly at rear of lot.
8. Any variations of these procedures must be in writing from management.
9. A Release Form will be provided which must be given to the mobile home hauler prior to removal.
10. Any damage to the lot due to the removal of the home, will be paid for by the Tenant or deducted from tenants security deposit.