Aaron Homes d.b.a.

**WORUMBO ESTATES & WORUMBO PARK**

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# WORUMBO ESTATES & WORUMBO PARK
# PARK RULES & REGULATIONS

**Definitions:** "Resident(s)" are all members of the household registered as Residents. "Guests" are all people other than Residents. "Park Owner" and/or "Park Management" refers to person(s) responsible for Park operations.

## 1. *APPLICATION*

A. All prospective residents must complete a rental application and meet our selection criteria which include, but are not limited to, a credit report, a brief interview, verification of employment, and reference checks with former landlords. Approval of applicant by Park Management will also depend on the results of a search in the Sexual Offender Registry on all potential residents.

B. Application for Residency forms may be obtained at the Park Office. The forms must be completely filled out and returned to the Park Office. Park Management will respond within fifteen (15) days after credit forms have been submitted—either approving or denying the prospective resident.

C. Upon notification by Park Management of prospective resident's approval, he/she must meet with Park Management for a personal interview and to be provided with a copy of the Park Rules and Regulations as well as a copy of Title 10 Chapter 953, Maine Revised Statutes Annotated, which is the law governing landlord-tenant relations in mobile home parks.

D. Application for Residency forms will be required to be completed by any adult wishing to move in with a Resident. Applicant must be approved by Park Management prior to taking up residency. Any unregistered person residing in a unit shall be cause for eviction of the registered Resident.

## 2. *RENTAL AGREEMENT, REGISTRATION, INSURANCE*

Prior to being accepted as a Resident of this park, you must execute a rental agreement. You must also provide proof of homeowner's insurance, including comprehensive personal liability insurance in a minimum amount of $100,000.00. Once these items are completed, and upon payment of the entrance fee and first month's rent, you may move into the Park.

**NOTE:** Current Residents at the time of adoption of these rules are also required to obtain and provide proof of insurance as required above.

## 3. *RENT PAYMENT*

A. Rent will be paid one month in advance and will be due on the first (1st) day of that month. A late payment penalty of four percent (4%) of the total monthly rent will be charged for any rent payment received after the fifteenth (15th) day of the month. Mailed rent payments must be received in the Park office by the fifteenth (15th) day of the month to avoid a late payment penalty. We do not honor a "postmark" date. Please make checks payable to AARON HOMES.

B. Resident will be notified by mail of any overdue monetary obligations and the amount owed. This notification may be a "NOTICE OF TERMINATION" (Notice to Evict) and states that the total amount due must be paid along with the penalty allowed by State law within thirty (30) days or Resident may be evicted for non-payment.

C. Payment of rent by any person other than a registered Resident will be declined by Park Management. That is, Park Management will decline any payments submitted by any other person unless specific arrangements have been made, in writing, with Park Management. Acceptance of such payments does not establish a tenancy between the payor and the Park.

D. Payments may be dropped off at the Park office or mailed to:

**AARON HOMES**
**P O BOX 427**
**LISBON ME 04250**

## 4. *SEWER PAYMENT*

A sewer charge shall be assessed based on a meter reading on each home. The Resident shall reimburse the Park Owner upon presentation of the bill to the Resident. Please make checks payable to **AARON HOMES**. A late payment penalty of four percent (4%) will be charged for any sewer payment not paid within thirty (30) days of presentation of the bill to the Resident. Continued non-payment of sewer account by Resident may lead to termination of your tenancy.

**Revised Rule 10 as of November 15, 2022:**

10. ***RENTING RESIDENT'S HOME***

Lots are not transferable. The Resident shall not assign his/her interest in the home or sublet the home. The registered homeowner listed in the Rental Agreement must be a full-time resident in the home. If for any reason the registered homeowner cannot reside in the home, eligibility of those other registered residents of the home must be reviewed by Park Management.

5. ***ENTRANCE FEE***

There is an entrance fee due from any approved Resident buying a new or used home or moving a home into the Park. This fee (two times the current monthly rent) is due and payable before the Resident moves a home into the Park, or in the case of a home already in the Park, before a Resident moves into the home. This fee is charged to help offset the extra costs of lot cleanup, loam, seed, water services, land improvements, administrative changes, and any improvements to lots and Park which will benefit the new Resident. *This fee is not refundable.*

6. ***CHECK RETURN FEE***

There is a $20.00 service charge for any check returned for insufficient funds. If a Resident has two checks returned for insufficient funds, thereafter he/she will be required to pay by cashier's check or cash.

7. ***MAILBOX KEYS***

Residents may, at their option, have the use of a Park mailbox. Mailbox keys will be provided to the Resident by the Lisbon Post Office. New Residents should inform the Lisbon Post Office of their new residency at Worumbo Estates or Worumbo Park in order to obtain a mailbox key.

8. ***NOTIFICATION OF RESIDENCY TO TOWN OF LISBON***

Upon purchasing and moving into an existing home in the Park, or upon moving a home into the Park and taking up Residency, new Resident must notify the Town of Lisbon of his/her new address and furnish the Town with the required information about the home. The Lisbon Town Office is located at 300 Lisbon Street (Route 196) in Lisbon.

9. ***RESIDENT DENSITY***

A. Only one family unit will be allowed to occupy a home.

B. Any new occupant (excepting minor children) must be approved by Park Management before that person(s) takes up residency in the Park. Resident must notify Park Management of all new occupants.

C. Any guest staying more than one night must be registered at the Park Office by the Resident in advance.

10. ***RENTING RESIDENT'S HOME***

Lots are not transferable. The Resident shall not assign his/her interest in the home or sublet the home without prior written consent of Park Management.

REVISED

## 11. ***STANDARDS FOR RESALE OR ACCEPTANCE***

A. No Resident shall offer to sell or remove a home from the Park unless and until Park Management receives *written* notice of intent to sell or intent to move or remove a home, at least forty-five (45) days prior to date of sale, proposed move or removal, and Resident provides proof that all Town taxes have been paid through the actual date of move, sale, or removal of the home.

B. Resident shall not remove or sell his/her home nor vacate his/her home until he/she has made payment in full of all outstanding bills and obligations due Park Management.

C. Without prior written consent of Park Management, a home may not be sold to a new buyer with the understanding that the buyer may retain the same lot space. (Refer to Section 15. for further information.)

D. A prospective Resident must complete the Application for Residency forms and all Park rules and conditions must be met by both the home and the prospective resident. (See Section 1. A,B,C).

## 12. ***FOR SALE SIGNS***

A "For Sale" sign may be placed in a window inside the home or against the outside of the home itself. Size is limited to 20" x 20". No other type of outside display signs are permitted. The for sale sign should only be displayed after Park Management has received the 45 day written notice of intent to sell and/or vacate the premises.

## 13. ***REAL ESTATE AGENT OBLIGATIONS***

A. Any real estate agent should have prior written acceptance from Park Management before closing a sale with a prospective buyer. He/she must submit the Application for Residency forms (Section 1.) completely filled out by the prospective resident. The real estate agent may obtain the Application for Residency forms at the Park Office. A proposed resident must have good credit, pass a sex offender registry check, and meet all the other requirements outlined in the Park Rules. The prospective resident must meet with Park Management for a personal interview and to read over the Park Rules prior to any indication of approval or disapproval. Real estate agents must provide at least twenty (20) days notice of any impending sale so that a credit check can be completed, and so that back taxes and any outstanding bills can be checked. Failure to follow the Park Rules exactly will mean that we will not accept the buyer; we will not accept the rent; and we will not establish a tenancy.

B. The Resident must receive prior written permission from Park Management before any real estate agency sign is placed in the Park. The real estate sign should be a maximum of 20" x 20", and one sign may be placed in a window inside of the home, or against the outside of the home itself. No other type of outside display signs are permitted.

## 14. ***MOVING HOMES INTO AND OUT OF PARK AND INSTALLATIONS***

A. The person responsible for moving a home from Park premises must contact Park Management at least ten (10) days prior to moving date for instructions, and must also provide Park Management with a letter signed by the homeowner indicating that the homeowner has authorized this person to remove the home. The homeowner is responsible to obtain any required municipal and state permits in order to move the home. A paid municipal tax receipt must be presented to Park Management at least ten (10) days prior to removal of the home.

B. Installation of homes shall be done in accordance with the specifications of the Park Owner and State and Federal regulations. Resident is responsible for compliance with the Park Rules by all delivery and setup individuals, including dealers or organizations controlled by dealers and all other third parties.

C. In the process of moving a home into or out of the Park, no person shall drive a vehicle onto any portion of the Park lawns without receiving prior written permission from Park Management and instructions as to how this can be accomplished without causing damage to Park lawns.

## 15. ***HOME GENERAL STANDARDS***

It is reasonable and necessary that the Management of this Park be concerned with the aesthetic appearance and safety of the homes in the Park.

The present and future value of individual homes and the future of the whole Park rests to a great degree on the Park appearance and its reputation in the community. The up-to-date appearance and good condition of individual homes and yards create a total impression of Park attractiveness. It is important that Management maintain and perpetuate the general attractiveness of the Park, provide to all Residents the pleasing aesthetic values they have been led to expect, and provide for the general health, safety, and welfare of the Residents. The following rules shall apply for all homes to be moved into the Park, and for transfer of ownership of existing homes to remain in the Park. Failure to comply with all terms and conditions of these rules will result in the refusal to let the home move into the Park, and in the case of a home already in the Park will result in the home having to be removed from the Park when there is a transfer of ownership:

### A. **Moving a Home Into the Park**

1) Should any Resident or proposed resident or any dealer plan to bring a new or used home into the Park, it will have to meet very strict standards as to appearance and condition. It will have an inspection by Park Management, and the Resident or proposed resident must have an acceptance letter from Park Management.

2) Any incoming home must be in excellent condition and meet with the requirements of the H.U.D. June 15, 1976 Building Code.

3) The proposed resident must pay to Park Management a NON-REFUNDABLE entrance fee equal to two times the monthly lot rent before tenancy will be established.

## B. Transfer of Ownership of Homes to Remain in the Park

1) Upon receipt of written notice of intent to transfer ownership, Park Management will complete a Lot Rehabilitation Inspection Report and a Home Inspection Report. The conditions listed in these reports are explained on pages 7 and 8. These evaluation reports will list the conditions under which the home may remain on the leased premises subsequent to the transfer of ownership. All conditions must be complied with BEFORE the transfer of ownership.

2) The Resident and proposed resident must have written consent from Park Management that the home may remain on the leased address BEFORE a transfer of ownership.

3) The proposed resident/new owner of the home must complete Worumbo Estates/Worumbo Park Application for Residency forms. With these forms Park Management will evaluate character references, landlord references, credit history, job history, ability to pay, and other pertinent personal information. Park Management also has the right to conduct a personal interview of the proposed resident. Park Management reserves the right to reject a proposed resident based on information received from the application process, and best interest of Park factors. The proposed resident must be accepted by Park Management, in writing, BEFORE ownership is transferred.

4) The proposed resident must pay to Park Management a NON-REFUNDABLE entrance fee equal to two times the monthly lot rent before tenancy will be established.

5) If the current Resident and the proposed resident are not in complete compliance with the entire Park Rules, then the home will have to be removed from the leased address BEFORE there is a transfer of ownership. All valid charges to a Resident must be paid in full before the transfer of ownership, otherwise a home will not be permitted to remain on the leased premises subsequent to a transfer of ownership and the proposed purchaser will not be able to establish residency.

**Lot Rehabilitation Inspection Report** – We are required by law to maintain and upgrade Park home lots pursuant to local ordinances and State and Federal statutes and regulations. We must also make the lot fit for human habitation and free from anything that could endanger or materially impair the health and safety of a Resident. We may also want to improve the lot to make it efficient and feasible to operate. Upon receipt of the Resident's 45 day notice of transfer of ownership, management will inspect the lot. After the inspection, a Lot Rehabilitation Inspection report describing what we want to do on the lot, if anything, will be provided to the Resident. Please note that because of the nature of some of the work required on a lot, a Resident's home may have to be removed before the transfer of ownership. Any costs of moving the home shall be incurred solely by the Resident.

**Home Inspection Report** – After Park Management receives Resident's 45 day notice of intent to transfer the ownership of his/her home, Park Management will inspect Resident's home. A Home Inspection report that lists the conditions under which Resident's home may remain on the leased premises subsequent to a transfer of ownership will be completed. In order for a home to be permitted to remain on the leased premises subsequent to a transfer of ownership, the home must meet the standards described therein:

1) The home must be in compliance with all pertinent laws, regulations, standards, and the Park Rules and Regulations. Every single part of the home and its accessories must be safe and in good working condition and appearance.

2) EXTERIOR SIDING must be clean, free of rust, stains, holes and dents. The exterior siding must also be uniform, safe, and in good repair.

3) ROOF – The roof must be designed, constructed, and maintained to withstand vertical and horizontal forces to which it may be subjected in accordance with criteria established by an authority having jurisdiction (ANSI A225.1 Standard). All homes accepted into the Park must have their original roof as manufactured by the factory. Any existing home to be sold to remain in the Park having an add-on roof will have to be inspected by the local code enforcement officer and certified, in writing, that it is structurally safe, sound and will not cause any stress on the remaining home structure.

4) WINDOWS – A window must be located in each bedroom except a bedroom that has an exterior door. Each window should have an opening of at least five (5) square feet; the shortest permitted distance of the opening shall be at least 22 inches. The window must be located within 36 inches from the floor level. Windows and their accessories must be safe, in good repair, and in working condition.

5) DOORS – All homes are required to have at least two (2) doors. Each door must have an exterior light (in working condition) adjacent to it. The exit opening must be not less than 28 inches in width and 6 feet in height.

6) SKIRTING must be clean, free of holes or cracks, factory designed (or of a design originally approved by Park Management), in good condition, and installed in compliance with the factory installation instructions.

7) STEPS AND HANDRAILS must be built to the standards of the local building codes or The National Fire Protection Association Manufactured Home Installation guideline (NFPA 501A).

8) PORCHES AND OTHER ADDITIONS – Porches and patio decks are permitted. Design, dimensions, construction materials, and location have to be approved in writing, by Park Management before any construction begins. Porches must be built and maintained in accordance with the NFPA 501A guideline and the Park Rules and Regulations. Any type of attachment or addition to a home will be evaluated by Park Management and may be required to be removed.

9) WIDTH OF HOME must be at least 11 feet, 6 inches.

10) PLUMBING SYSTEM must be inspected by a licensed plumber. The plumber must give Park Management a written statement that the plumbing is safe, reliable, and meets or exceeds applicable State and/or local codes. This requirement may be waived at the option of Park Management if the home is H.U.D. certified.

11) ELECTRICAL SYSTEM must be inspected by a licensed electrician. The electrician must give Park Management a written statement that the home's electrical system is safe, reliable, and meets or exceeds applicable State and/or local codes. The licensed electrician must also certify, in writing, that the smoke detectors are in good working condition and are wired directly into the electrical system of the home. This requirement may be waived at the option of Park Management if the home is H.U.D. certified.

12) HEATING SYSTEM must be inspected by a licensed trade person for the type of heating system the home has. The licensed trade person must give Park Management a written statement that the home's heating system is safe, reliable, and meets or exceeds applicable State and/or local codes. This requirement may be waived at the option of Park Management if the home is H.U.D. certified.

13) HOME BUILDING STRUCTURE must be inspected by the local code enforcement officer. The local code enforcement officer must give Park Management a written statement that the home is built to the applicable standards and that the home structure is safe, sound, and reliable. This requirement may be waived at the option of Park Management if the home is H.U.D. certified.

14) SMOKE DETECTORS – The number and placement of smoke detectors must be in conformance with current NFPA requirements.

15) AESTHETIC APPEARANCE – The home must be in harmony with the general Park appearance.

16. ***HOME CARE***

A. If a home is unsightly because of obvious damage such as holes and dents, damaged roof, dirty, stained, peeling paint, or if doors, windows, screens, or steps are in disrepair, Park Management will give Resident a notice.

B. Any exterior accessory on Resident's lot that is in poor repair (broken, without paint, or in need of repair) will be repaired, replaced or painted by the Resident upon notice to the Resident by Park Management.

C. Repairs and/or replacement must be done to Park standards (covered in various pages of the Park Rules & Regulations) and completed within the time specified in the notice. If requested repairs/replacements are not completed in the time specified, it will be considered a violation of Park Rules and Regulations and a justifiable cause for eviction.

17. ***HOME EQUIPMENT, ACCESSORIES, AND STANDARDS***

A. SKIRTING – The home will be skirted with factory designed vinyl skirting material or other method approved by Park Management. Skirting is to be completed within thirty (30) days after entrance into the Park.

B. STORAGE SHED/UTILITY BUILDING – Storage sheds/utility buildings are to be of wood construction only. No particle board, chipboard, homosote, or the like will be permitted. Sheds are to be kept painted or stained in harmony with the color of the home and kept in good repair. Only one storage building (shed) will be allowed per lot unless otherwise permitted by Park Management. You must adhere to the following if you are contemplating the installation of a storage shed:

1) Present a copy of your plans to the Park Office for Park permission and instruction as to location on your lot.

2) Obtain a building permit from the Lisbon Town Office.

3) In the event a Resident does place a shed in an area that interferes with Park maintenance, the shed will be moved at the Resident's expense.

C. GARAGE - The addition of a garage on the Resident's lot is allowed providing the configuration, square foot area, and grade of the lot allows for this structure. To receive Park Management's permission and before construction can begin, the following must be adhered to:

1) A plan of the proposed garage must be reviewed and approved by Park Management. Placement on the lot is also subject to approval by Park Management.

2) If plan is approved, the Resident must obtain the necessary permits from the Town of Lisbon.

3) The builder of the garage must meet with Park Management, prior to the start of construction, to discuss the plans and to be made aware of Park Management's expectations.

4) Any requested extension of the Resident's driveway because of the newly built garage will be reviewed by Park Management as to feasibility. If approved, the extension will be done at the Resident's expense.

D. STEPS – Steps to Resident's home and/or storage building must be of good solid construction, must have at least one railing, and must be kept painted or stained and in good repair. Steps with railings must be installed at all outside exit doors.

E. OIL TANKS – The location of Resident's oil tank is subject to approval by Park Management. Only horizontal oil tanks, with their supply drawn from the top will be allowed. All oil tanks must be installed according to the rules and regulations of the State of Maine Oil and Solid Fuel Board Laws and Rules, Chapter 9 and NFPA 31. Oil tanks must be kept painted and in good repair.

F. PROPANE TANKS – The location of Resident's propane tank is subject to approval by Park Management. All installations of propane tanks must be done by licensed installers according to Town and State laws governing the same.

G. WOOD STOVES – All wood stove connections shall be properly installed in accordance with manufacturer's specifications and the local fire code.

1) Firewood must not be left piled up in the driveway or on the lawn, but immediately upon delivery must be neatly stacked at the rear of the lot as far back as possible and must not be over five (5) feet high. Any damage done to lawn areas by the firewood is to be repaired by the Resident and at the Resident's expense as soon as the wood is removed.

H. COOKING GRILLS AND FIRE PITS - Proper care, placement, and maintenance of outdoor cooking grills must be observed at all times so as not to create a fire hazard. No fire pits of any type are allowed.

I. ANTENNAS - TV or CB antennas must be mounted on the side of the home opposite the front door. They must be kept in good repair. Do not use wooden poles. Make sure if the antenna falls it will not hit anything. Location of "dish" antennas must be approved by Park Management prior to installation.

J. STREET NUMBERS - Street numbers shall appear on the street side of each home and be legible enough to be read from the road.

K. CLOTHESLINES – No clotheslines attached to trees are allowed. The Resident shall either build or purchase a proper apparatus for hanging clothes outdoors, and such apparatus shall be installed on a solid base and properly maintained and painted or stained if made of wood. Location of clothesline apparatus will be determined by Park Management.

L. MISC. ACCESSORIES, ADD-ONS, ETC. – Nothing is to be added to, built onto, or changed on the exterior of the home or on the lot without prior written permission from Park Management. This includes but is not limited to add-a-rooms, porches, garages, decks, awnings, etc. Resident may fence his/her lot with permission of and in accordance with the specifications of the Park Management.

18. ***YARD CARE***

A. No changes, alterations (including digging or ditches) or additions to home lots are permitted except for necessary changes, which may only be made after the Resident receives prior written approval from Park Management.

B. Resident shall keep all areas of his/her lawn mowed, raked and neatly trimmed (piles of clippings, leaves and pine needles to be picked up immediately after raking) so as to present a neat appearance at all times. Lawnmowers shall be set at a height which will not damage the lawn. Any lawns which, upon inspection by Park Management, are found to be neglected will be immediately mowed by Park personnel and charged to Resident at current market rates.

C. Children's swimming pools no larger than five (5) feet in diameter, may be set up on Park lawns, but shall only remain for a maximum of two (2) days at a time on one spot. Water shall not be left in these swimming pools when the pools are unattended.

D. Continuous activities that cause excessive wear of lawns will not be allowed on Park lawns.

E. Areas of Resident's lawn showing excessive wear, damaged by vehicles or by plows hired by Resident, shall be restored by the Resident on an annual basis at the Resident's expense, or shall be restored on an annual basis by Park personnel or person hired by Park Management and charged to the Resident at current market rates.

F. No piling of leaves or pine needles is allowed around homes (fire hazard).

G. Resident shall not pile unnecessary or flammable items under the home, or leave toys and other items lying around the yard so as to create a cluttered appearance.

H. All tools and equipment, wheelbarrows, and other gear are to be stored in a storage building so as to be out of sight from the roadway and other neighbors.

I. Resident may have a flower or vegetable garden only with prior written permission from Park Management, which shall include instructions as to size and placement of same. These gardens must present a neat appearance at all times. Should the gardens be discontinued, Resident must clean those areas of vegetation, and rake and reseed with grass seed at Resident's expense.

J. All vehicles shall be kept off Park lawns unless special written permission is given to Resident by Park Management. All vehicles shall be parked within the boundaries of Resident's hot-topped driveway.

K. Upon termination of tenancy, Resident shall surrender the premises to Park Management in good condition (ordinary wear and tear and damage by the elements excepted). Anything left behind on the lot after departure of the home will be considered abandoned property and Resident will be notified by mail of Park Management's intent to dispose of the unclaimed property. Any fees in connection with such disposal will be charged to said Resident.

19. ***TRASH***

A. Household trash and recyclables are picked up every Wednesday morning on a weekly basis. Resident shall place trash and recyclables by the roadside on the designated removal day only and by 7:00 AM. For instructions on the disposal of any other type of items, please call the Park office.

B. Trash and garbage shall be kept in secured plastic bags and those bags placed in covered animal-proof containers, and stored behind the home or hidden from the traveled roadways, and shall be placed at roadside for pickup on the designated removal day only, on a weekly basis. In no case is trash to be put out for pickup in boxes, paper bags, or loose in any manner.

C. Recyclables should be placed by the roadside appropriately bundled or packaged.

D. If a snowstorm occurs on a trash pickup day, Resident shall place trash far enough away from the roadside so as not to hamper snow plowing operations.

E. No refuse piles or dumping of trash, leaves, or pine needles on unoccupied Park property is permitted.

20. ***SNOW REMOVAL***

A. Streets will be plowed by Park Management or someone hired by Park Management.

B. Resident is responsible for keeping his/her walkway and driveway clear of snow. All driveways must be cleared of snow within 24 hours after a storm or Park Management may, for reasons of safety and habitability, clear the driveway of snow at the Resident's expense.

C. Resident is responsible for any damage to Park property caused by outside contractors plowing for Resident. Please note that only the driveway portion of Resident's lot is permitted to be plowed.

D. No snow shall be thrown on Park roads and no playing on snowbanks alongside Park roads will be allowed.

E. During the winter season, all Park roads must be kept clear for snow plowing. All vehicles must be parked in Resident's driveway (not on Park roads) and in far enough so as not to interfere with plowing and sanding. Management will not be held responsible for damage to vehicles left unattended in unauthorized areas during snowstorms.

F. Park Management makes every reasonable effort to see that Park roads are kept plowed and sanded. It is impossible, however, to keep the Park roads free from snow and ice at all times. Strict adherence to the posted Park speed limit, therefore, is especially important during the winter months.

21. ***VEHICLE AND TRAFFIC SAFETY STANDARDS***

A. No vehicles with loud mufflers are permitted in the Park.

B. Vehicles shall not exceed 10 MPH when riding the roads of this Park. This is a State law and must be obeyed.

C. Residents and/or guests shall not leave any motor vehicle unattended in Park roads during the winter season or overnight at any time of the year, unless prior arrangements are made, on a daily basis, with Park Management.

D. Residents shall not perform any major repairs or overhauls, or painting, of any vehicles in the Park. Minor tune-ups, repairs, and oil changes are only permitted on Resident's vehicles. No vehicles shall be left on jacks overnight. Any damage to hot top by leakages, jacks, etc., will be repaired at the Resident's expense.

E. No unregistered vehicles are permitted on Park premises.

F. Licensed motorbikes may use the Park roads for entering and exiting only, but may not ride around in Park. All motorbikes must have quiet mufflers.

G. All-terrain vehicles, snowmobiles, and unlicensed motorbikes are prohibited from operating in the Park.

H. Drunken driving is a danger to everyone. If it is apparent that a Resident is drunk and driving, he/she will be asked to park his/her vehicle immediately. If there are repeated offenses of drunken driving, the Resident will be given a Notice for Eviction.

I. A maximum of two (2) vehicles are to be kept in the driveway of any home in the Park unless specific prior written permission is granted by Park Management for additional vehicles. An extension of the existing driveway may be allowed after a feasibility review by Park Management. This work will be done by Park Management at the Resident's expense.

J. No motor homes, utility trailers, travel trailers, or campers shall be kept on Resident's lot or driveway. If an area is available where such an item can be kept in the Park, prior written permission must be granted by Park Management for placement.

K. Trucks larger than a pickup or van may not be left in the Park overnight, unless the Resident receives prior written permission from Park Management.

L. Small boats and recreational vehicles such as all-terrain vehicles, snowmobiles, motorbikes, may only be kept on Resident's lot with prior written permission, including instructions as to placement, from Park Management. The number of such items may be limited by Park Management to avoid a cluttered appearance and to prevent damage to Resident's lot.

22. ***ANIMALS***

A. Residents shall not keep any wild animals or exotic animals such as snakes, etc., as pets, and under no circumstances shall there be cages, houses, or structures of any type for animals on Park premises. Bird feeders are allowed but may not be nailed or screwed to any Park trees.

B. Residents shall not keep any farm-type animals within the Park premises including but not limited to: rabbits, chickens, ducks. Park Management will permit traditional domestic animals such as: tropical fish, birds, hamsters, and gerbils, provided they remain inside the home.

C. No dogs are allowed, nor shall any Resident be allowed to temporarily house or keep a dog for someone else.

D. One cat is allowed per household unless the Resident receives prior written permission from Park Management. Cats must have collars so that they may be identified as owned and not wild or stray. Cats that are a problem and/or left loose without a collar will be picked up and taken to an animal shelter.

E. Those with a service animal must receive prior written permission and sign a service animal policy.

23. ***CONDUCT***

A. Residents and guests shall comply in every respect with the laws of the State of Maine and ordinances of the Town of Lisbon including, but not limited to, all rules and regulations of the Health Office, Police Department, and Fire Department.

B. Resident is responsible for his/her guests' actions.

C. Games shall not be played in the Park streets.

D. Proper direct supervision over minor children must be in effect at all times.

E. The Resident shall not perform any acts or carry on any practices which may injure the premises or be a nuisance to other Residents in the Park, or in neighboring houses or to the Park Owner.

F. Residents shall not disturb the peaceful and quiet enjoyment of other Residents. After 10:00 PM, noises of any kind must be reduced so as not to annoy other Residents. Music must be turned down so as not to be heard outside your home after 10:00 PM.

G. Residents shall not interfere with management or act in such a manner that threatens or harasses management or third party contractors at the property.

H. Drinking in the privacy of one's home or yard is a personal matter, but drunken behavior, drinking in the streets, noise or shouting, fights, or similar activity occasioned by the use of alcohol, drugs, or otherwise will be grounds for eviction.

I. No trade, business, or other type of commercial activity shall be conducted from a Park residence without prior written approval of Park Management.

J. Daycare service or business is not allowed without the prior written approval from Park Management.

K. Lawn/garage sales are prohibited at Worumbo Estates and Worumbo Park.

L. No trees shall be cut or damaged. No climbing of Park trees will be allowed. No nails, screws or like hardware shall be put in any Park trees.

M. The usage of guns, bows and arrows, slingshots, and the like are not allowed in the Park.

N. No Big Wheels or like apparatus are allowed on Park roads.

O. The area of the mailboxes, which includes the land for twenty-five (25) feet on all sides, is off limits to those under 18 years of age. The only exception being for children to wait to be picked up by the school bus. Tampering with U.S. Postal Service property is a serious Federal crime, and anyone apprehended will be prosecuted.

P. Unoccupied lots, and the banking area between Abenaki Drive and Arnold Drive, are off limits.

Q. Trespassing on other lots without permission of the Residents occupying those lots is forbidden.

## 24. ***PLUMBING***

A. Each Resident shall ensure that his/her faucets and toilet mechanisms don't leak or drip water, as this wastes water and can be very costly.

B. Should any Resident have a problem of any kind with the sewer pipe from his/her home to the sewer line, it is the Resident's responsibility. Resident must have it repaired or routed out. If the pipe is clogged, broken, bent or damaged in any way, or if the pipe becomes loosened or unattached from under the home, the pipe from the home to the sewer line is entirely the Resident's responsibility.

C. Flush only toilet tissue and excretory waste. Do not flush grease, paper towels, sanitary napkins, wipes, disposable diapers, facial tissues, or other foreign objects down the toilet.

D. Sewer systems plugged, clogged, etc. by foreign matter will be repaired at the Resident's expense.

E. Any damage caused to sewer lines or equipment by Resident, household members, guests or invitees will be repaired at the Resident's expense.

F. If Resident is unable to immediately repair sewer problem, please make Park Management aware of this issue without delay.

## 25. ***PIPES & WATER USAGE***

A. Any water pipes from above ground to the home are the responsibility of the Resident.

B. Any damages to water lines caused by freeze-ups and/or defective heat tapes will be repaired at the Resident's expense. The Resident shall be responsible for properly installing and maintaining a heat tape on plumbing. Resident should make sure that the heat tape is plugged in for the cold months and should check his/her heat tape often to see that it is working properly. In the spring, the heat tape should be unplugged when overnight temperatures remain a constant 30 degrees or above.

C. Water is not to be kept running at any time in order to prevent lines from freezing.

D. If a substantial leak exists in a Resident's water lines, Park Management reserves the right to shut off water to the home.

E. When leaving your home in the winter months, be sure to leave the heat on at 65 degrees minimum (to prevent frozen pipes), and if your home will not be occupied for an extended period of time, have your home winterized. You might also consider asking a neighbor to regularly check your home for you.

F. Residents should shut off the power to their hot water tanks during emergency power failures or during water shutoffs, to prevent the burning out of the heating element as a result of the water heater draining dry.

G. The use of Resident's washing machine is limited to the Resident's household members only. Doing laundry for non-household members is a violation of the lease.

H. Washing vehicles other than the Resident's own vehicles is prohibited.

## 26. *ELECTRICAL WIRING & CABLE TV*

A. Electrical wiring inside the home and/or under the home to the electrical box is the responsibility of the Resident. Should lightning strike and/or any other electrical hazard occur affecting wiring in a home or under a home, the Resident must have it repaired to standards set by the code in the Town of Lisbon. The Park Management will maintain the total Park electric distribution system, but wiring from the meter box into the home is the Resident's responsibility.

B. It is the responsibility of the Resident to make certain the outside wiring to the electrical box, as well as the outside wiring for cable television are properly buried underground.

## 27. *TAXES AND UTILITIES*

A. Property taxes due the Town of Lisbon on a home are the responsibility of the Resident.

B. Resident shall pay for all lights, telephone and all other services, plus sewer usage. Resident must maintain electric service at all times during his/her tenancy.

## 28. *DEATH*

Should a Resident owning a home occupying a lot in Worumbo Estates or Worumbo Park die and there be no heirs, or should death occur and the heirs refuse or otherwise do not pay rent when due, or should the rent otherwise remain unpaid for thirty (30) days from the date of death, Park Management will remove the home from the lot and place it in a secured storage area of Park Management's choosing. Lots are not transferable to relatives other than husband, wife, or the domestic partner in the event of death.

## 29. *MISCELLANEOUS*

A. Suggestions or complaints to Park Management shall be in writing and shall be acted on by the Board of Directors with a written reply.

B. All work done by Park Management to homes at the request of the Resident for labor, plus actual costs for parts and materials, shall be billed at the current rate as documented in the schedule of charges.

C. Park Management reserves the right of access onto lots at reasonable times for the purpose of inspection, sewer, water, and electrical repairs, meter reading, and any other maintenance considered necessary by Park Management.

30. ***LEGAL SECTION***

A. Park Management retains the right, for demonstrated good cause, to waive, in writing, any one or more of these rules with respect to any one or more Residents. Park Management also retains the right, for demonstrated good cause, to waive any one or more violations of any rule with respect to one or more Residents. Waiver of any rule shall not be deemed a waiver of any other rule unless expressly stated therein, nor shall a waiver on behalf of any specified individual or individuals be deemed a waiver for any unspecified individuals.

B. Amendments to the Park Rules and Regulations may be made at any time by the Park Management with a minimum thirty (30) days written notice to Residents.

C. If any of the provisions of the Park Rules and Regulations shall contravene or be invalid under the Ordinances of the Town of Lisbon, the State of Maine, or of the United States of America, such contravention or invalidity shall not invalidate the entire Rules, but it shall be construed as if not containing the particular word, phrase, provision or performance held to be invalid, and all other rights and obligations of the parties here shall be enforced accordingly.

D. Notices to Residents shall be mailed via first-class mail or certified mail, or handed to the Resident, or taped to the door of home. A copy of any correspondence will also be kept on file at the Park Office. Residents will be notified in writing of any violation of Park Rules.

E. Nothing contained in these Park Rules and Regulations shall be construed as waiving any of the Park Owner's rights under the laws of the State of Maine.

31. ***TERMINATION***

A. Failure by Resident to comply with these Park Rules and Regulations or failure to comply with the terms of the Rental Agreement or State and local laws regarding mobile home parks and landlord/tenant relations is grounds for termination of tenancy and eviction. Park Management shall provide all notices required by law prior to proceeding with a Forcible Entry and Detainer (eviction) action.

B. If a Resident remains at the leased premises beyond the termination date, Park Management may begin a legal action for possession. Until Resident vacates the leased premises, all provisions of the Rental Agreement shall remain in effect. Any payment received by Park Management during or after an eviction is for use and occupancy only and is not accepted as rent and shall in no way create a new tenancy.

32. ***EFFECTIVE DATE***

These Rules and Regulations shall become effective on November 15, 2018.