

APPLICATION CHECKLIST

In order for Park Management to process your Application for Residency, we need to examine the following items for each prospective adult resident. When you have compiled this information, please contact the Park Manager and arrange for an appointment for an interview to complete your application for resident status. A mandatory personal interview is required for all proposed occupants of the mobilehome, including all children and pets.

The Application to Rent must be completely filled out before we can/will proceed with the processing of your request for status of Park Resident.

Refusal or failure to provide requested information is grounds for delay or disapproval of your application, so please make sure we have all the necessary items.

General Information for Prospective Residents:

- A. All mobile homes in Butterfield Village MHP must be owner occupied.
- B. A resident must be listed on the registration as owner of the subject mobilehome.
- C. Per Department of Housing and Urban Development guidelines, occupancy permitted is limited to two persons per bedroom, plus one.

Those items needed on/with each application:

1. Signed and completed Park Disclosure documents. (This must be in the possession of Park for 72 hours prior to any interview.);
2. Current Valid Drivers License or DMV ID Card;
3. Social Security Card;
4. Name, address and phone number of your current employer;
5. Current payroll stubs from your present employer/most recent employer, if presently between jobs; (3-Months current payroll stubs or/and bank statements)
6. If this is a private sale, proof of assumption of existing financing or new financing (Escrow Security Agreement);
7. Name, address and phone number of sales agent handling the sale of mobilehome;
8. Name, address and phone number of financial institution(s) involved in the financing or refinancing of the mobilehome;
9. Name, address and phone number of the Escrow company handling the transfer or ownership;
10. Name, address and phone number of your current landlord;
11. A list of the make, model, year and license number(s) of all vehicles to be parked in your parking space;
12. Name, address and phone number of persons to be contacted in case of an emergency.

No appointments will be made until all these requirements have been made.

Thank you,
Rita Trillo Management

PARK NAME: Butterfield Village M.H.P. **SPACE #:** 109 **DATE:** _____

ALL SPACES ON APPLICATION MUST BE COMPLETED OR APPLICATION WILL NOT BE ACCEPTED.

APPLICANT AND CO-APPLICANT MUST PROVIDE SOCIAL SECURITY NUMBERS AND IF NOT PROVIDED, APPLICATION WILL NOT BE ACCEPTED. SOCIAL SECURITY NUMBERS ARE NECESSARY TO ENABLE CONSUMER REPORTS ON THESE INDIVIDUALS TO BE OBTAINED.

APPLICANT: Name: _____ Social Security Number: _____ Date of Birth: _____

Present Address: _____ City: _____ State: _____ Zip: _____

Driver's License Number: _____ Telephone Number: _____

CO-APPLICANT: Name: _____ Social Security Number: _____ Date of Birth: _____

Present Address: _____ City: _____ State: _____ Zip: _____

Driver's License Number: _____ Telephone Number: _____

LIST INDIVIDUALS THAT WILL BE OCCUPYING THE MOBILE HOME

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

Name: _____ Relationship: _____ Date of Birth: _____ Social Security Number: _____

RESIDENT HISTORY:

Present Landlord or Mortgage Co: _____ Yrs.: _____ Monthly Rent or
Mtg. Payment: _____ Phone: _____

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

Prior Landlord or Mortgage Co: _____ Yrs.: _____ Payment: _____ Phone: _____

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

Address Rented/Owned: _____ City: _____ State: _____ Zip: _____

Have you ever been asked to terminate your residency elsewhere; or have you been evicted? ☐ Yes ☐ No

If Yes, Please explain: _____

Have you ever lived in a mobile home park before? ☐ Yes ☐ No

If Yes, Please explain: _____

Address: _____ City: _____ State: _____ Zip: _____ Dates of Residency: _____ Latest Rent: _____

EMPLOYMENT INFORMATION: (Proof of income must be provided)

Employer: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____

Position Held: _____ Immediate Supervisor: _____ Gross Monthly Salary: \$ _____

Length of Employment: Yrs.: _____ Mos. _____

Co-Resident's Employer: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____

Position Held: _____ Immediate Supervisor: _____ Gross Monthly Salary: \$ _____

Length of Employment: Yrs.: _____ Mos. _____

Other Source of Income: _____ Amount of Income: \$ _____

BANK REFERENCE:

Name of Bank: _____ City: _____ Acct. No: _____ ☐ Checking ☐ Savings ☐ Loan

Name of Bank: _____ City: _____ Acct. No: _____ ☐ Checking ☐ Savings ☐ Loan

VEHICLES (Park Only Provides Parking for Two (2) Vehicles)

Number of Vehicles: _____

Make: _____ Model: _____ Year: _____ License No.: _____ State: _____

Financed By: _____ Address: _____ Phone: _____

Make: _____ Model: _____ Year: _____ License No.: _____ State: _____

Financed By: _____ Address: _____ Phone: _____

Make: _____ Model: _____ Year: _____ License No.: _____ State: _____

Financed By: _____ Address: _____ Phone: _____

PARK NAME: Butterfield Village M.H.P. **SPACE #:** 109 **DATE:** _____

REFERENCES:

Business: Name: _____ City: _____ Phone: _____
Name: _____ City: _____ Phone: _____
Personal: Name: _____ City: _____ Phone: _____
Name: _____ City: _____ Phone: _____

PETS: Will there be any pets in the mobile home (1 small dog or cat)? ☐ Yes ☐ No

Name _____ Age _____ Type _____ Color/Description _____ Height _____ Weight _____

For dogs, give all bloodlines.

EMERGENCY:

Person(s) to notify in case of an emergency (other than co-resident):

Name: _____ Relationship: _____ Address: _____ Phone: _____

HOME TO OCCUPY SPACE:

Mobilehome Make: _____ Net Size: Length: _____ Width: _____ Year: _____

Serial Number: _____ D.O.H. No: _____

Purchase Price: _____ Down Payment: _____ All Cash Sale? ☐ Yes ☐ No

If Financed, monthly mortgage payment to be: \$ _____

Financed By: _____ Address: _____

Legal Owner Name/Address: _____ City _____ State _____ Zip _____

HOW DID YOU HEAR ABOUT THE PARK?

Walk-in _____ Advertisement _____ Promotion _____ Internet _____ Friend/Family _____ Existing Resident _____

The undersigned requests the Management to check the above credit references and representations. The undersigned acknowledges that in the event a Rental Agreement is executed by both the Management and the undersigned it is subject to approval by the Management of the undersigned's mobilehome as provided in the Rental Agreement.

The undersigned represents and warrants that the above information is true and correct and has been made for the purpose of informing the Management of the Park.

In accordance with the Fair Credit Reporting Act, Section 604(b)(2)(A), Butterfield Village MHP may obtain a consumer report on all individuals who apply for residency. I (we) give permission for Butterfield Village MHP to order a credit report to complete necessary information for processing the application for residency.

The undersigned understands that in the event any of the above information cannot be verified by the Management of the Park, the Management of the Park has the right to deny the application. The undersigned further understands that Prospective Residents shall have no rights of tenancy until a Rental Agreement has been signed by the Park Management and the prospective tenants.

Date: _____ Applicant: _____
Applicant: _____
Applicant: _____
Applicant: _____

Date: _____ Approved By: _____
(Park Management)

EQUAL HOUSING OPPORTUNITY



LAGUNA ASSET MANAGEMENT

PRIVACY POLICY

What this Privacy Policy Covers

- This Privacy Policy covers Laguna Asset Management's treatment of nonpublic personally identifiable information that we collect when you, the "customer" or "consumer", apply to rent a lot from us. This policy also covers our treatment of any nonpublic personally identifiable information that our business partners share with us.
- This policy does not apply to the practices of non-affiliates of Laguna Asset Management.

Information Collection and Use

- We collect nonpublic personal information about you from the following sources:
 - 1.) Information we receive from you on applications or other forms;
 - 2.) Information about your transactions with us, our affiliates, or others;And
 - 3.) Information we receive from a consumer reporting agency.

Confidentiality and Security

- We restrict access to nonpublic personal information about you to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with federal standards to guard your nonpublic personal information.

By signing below, I acknowledge that Laguna Asset Management provided me with a copy of its Privacy Policy.

Signature

Date

Signature

Date

INFORMATION FOR PROSPECTIVE HOMEOWNERS

As a prospective homeowner, you are being provided with certain information you should know prior to applying for tenancy in a mobilehome park. This is not meant to be a complete list of information.

Owning a home in a mobilehome park incorporates the dual role of "homeowner" (the owner of the home) and park resident or tenant (also called a "homeowner" in the Mobilehome Residency Law). As a homeowner under the Mobilehome Residency Law, you will be responsible for paying the amount necessary to rent the space for your home, in addition to other fees and charges described below. You must also follow certain rules and regulations to reside in the park.

If you are approved for tenancy, and your tenancy commences within the next 30 days, your beginning monthly rent will be \$1005.00 (must be completed by the management) for space number 109 (must be completed by the management). If your tenancy commences after 30 days from the date of your tenancy approval, the beginning base rent may be subject to change. Additional information regarding future rent or fee increase may also be provided.

In addition to the monthly rent, you will be obligated to pay to the park the following additional fees and charges listed below. Other fees or charges may apply depending upon your specific requests. Metered utility charges are based on use.

Sewer \$27.30 + \$ 10.58 Per Person, Trash \$43.60 – Gas & Water are sub-metered and are based on your usage.

(Management shall describe the fee or charge and a good faith estimate of each fee or charge.)

Some spaces are governed by an ordinance, rule, regulation, or initiative measure that limits or restricts rents in mobilehome parks. Long-term leases specify rent increases during the term of the lease. By signing a rental agreement or lease for a term of more than one year, you may be removing your rental space from a local rent control ordinance during the term, or any extension, of the lease if a local rent control ordinance is in effect for the area in which the space is located.

A fully executed lease or rental agreement, or a statement signed by the park's management and by you stating that you and the management have agreed to the terms and conditions of a rental agreement, is required to complete the sale or escrow process of the home. You have no rights to tenancy without a properly executed lease or agreement or that statement. (Civil Code Section 798.75)

If the management collects a fee or charge from you in order to obtain a financial report or credit rating, the full amount of the fee or charge will be either credited toward your first month's rent or, if you are rejected for any reason, refunded to you. However, if you are approved by management but, for whatever reason, you elect not to purchase the mobilehome, the management may retain the fee to defray its administrative costs. (Civil Code Section 798.74)

We encourage you to request from management a copy of the lease or rental agreement, the park's rules and regulations, and a copy of the Mobilehome Residency Law. Upon request, park management will provide you a copy of each document. We urge you to read these documents before making the decision that you want to become a mobilehome park resident.

Dated: _____

Signature of Park Manager: _____

Acknowledge Receipt by Prospective Homeowner: _____

PART I: MOBILEHOME PARK RENTAL AGREEMENT DISCLOSURE FORM

This disclosure statement concerns the mobilehome park known as Butterfield Village Mobilehome Park located at 32900 Riverside Dr. in the city of Lake Elsinore, in the county of Riverside, California. This statement is a disclosure of the condition of the park and park common areas as of _____, 2025 in compliance with section 798.75.5 of the Civil Code.

It is not a warranty of any kind by the mobilehome park owner or park management and is not a substitute for any inspection by the prospective homeowner/lessee of the space to be rented or leased or of the park, including all common areas referenced in this statement. This statement does not create any new duty or new liability on the part of the mobilehome park owner or mobilehome park management or affect any duties that may have existed prior to the enactment of section 798.75.5 of the Civil Code other than the duty to disclose the information required by the statement.

Are you (the mobilehome park owner/mobilehome park manager) aware of any of the following:

A. Park or common area facilities	B. Does the park contain this facility?		C. Is the facility in operation?		D. Does the facility have any known substantial defects?		E. Are there any uncorrected park citations or notices of abatement relating to the facilities issued by a public agency?		F. Is there any substantial uncorrected damage to the facility from fire, flood, earthquake, or landslides?		G. Are there any pending lawsuits by or against the park affecting the facilities or alleging defects in the facilities?		H. Is there any encroachment, easement, non-confirming use or violation of setback requirements regarding this park's common area facility?	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
Clubhouse	X		X			X		X		X		X		X
Walkways	X		X			X		X		X		X		X
Streets, roads, and access	X		X			X		X		X		X		X
Electric utility system	X		X			X		X		X		X		X
Water utility system	X		X			X		X		X		X		X
Gas utility system	X		X			X		X		X		X		X
Common area lighting	X		X			X		X		X		X		X
Septic or sewer system	X		X			X		X		X		X		X
Playground		X		X		X		X		X		X		X
RV storage	X		X			X		X		X		X		X
Parking areas	X		X			X		X		X		X		X
Swimming	X		X			X		X		X		X		X
Spa pool	X		X			X		X		X		X		X
Laundry	X		X			X		X		X		X		X
Other area	X		X			X		X		X		X		X

*If there are other important park or common area facilities, please specify (attach additional sheets if necessary).

Other Facilities: Billiard Room, Exercise Room, Library

The mobilehome park owner/park manager states that the information herein has been delivered to the prospective homeowner/lessee a minimum of three (3) days prior to the execution of a rental agreement and is true and correct to the best of the park owner/park manager's knowledge as of the date signed by the:

Park Owner/Manager: Rita Trillo By: _____ Date: _____
Print NameSignature

I/WE ACKNOWLEDGE RECEIPT OF A COMPLETED COPY OF THE PARK OWNER/MANAGER STATEMENT:

Prospective Homeowner
 Lessee: _____ Park Owner/Manager: _____ Date: _____
Title

Prospective Homeowner
 Lessee: _____ Park Owner/Manager: _____ Date: _____
Title