

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 Chico Mobile Country Club 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;
- 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,
_____ Management