

Information Required and Standards to Qualify for Tenancy

Highlands Mobile Home Estates

Park Name _____ Tenancy _____



This Park is an Equal Housing Opportunity Provider. We do business in accordance with Federal Fair Housing Law. It is illegal to discriminate against or harass someone because of a protected characteristic, such as their race, color, ancestry, national origin, citizenship, immigration status, primary language, religion, disability (mental or physical), sex and gender, sexual orientation, gender identity, gender expression, genetic information, marital status, source of income (including the use of government rental assistance such as Section 8 Housing Choice voucher), military or veteran status and age.

Information Required

1. A completed application to rent. Applications are available upon request at the Park office.
2. Proof of identification and Social Security Number or Taxpayer Identification Number (ITIN). Applicants must present at least one of the following forms of personal identification:
 - a. Valid driver's license
 - b. State issued identification card with photo
 - c. Passport with photo
 - d. Federal Government issued Military Identification and Privilege Card
 - e. Permanent Resident Card
3. Documents to prove income. Acceptable proof of income includes:
 - a. Verifiable pay stubs – most recent 3 months'
 - b. Bank statements – most recent 3 months' or 6 months' if self employed
 - c. Current year's award letter – accepted for unemployment, social security, disability and veteran's affairs
 - d. Additional financial assets – may be provided to prove additional income, such as:
 - i. Savings accounts
 - ii. Stock portfolios
 - iii. Other
4. Photos of any animals that would be living in the home.
5. Photos of all motor vehicles to be parked in the Park, including current registration and proof of insurance.
6. Prior residency contacts, if rented.

We reserve the right to request further documents if needed to determine ability to pay and/or ability to comply with the park rules.

Standards to Qualify for Tenancy

1. Application must be completed accurately and in full. An application may be denied if determined to be incomplete or untruthful in any material respect.
2. Applicant must have no evictions within the prior five years, or if there is one for non-payment of rent, it must have been repaid or satisfied with that landlord.
3. Applicant must have good payment record and conduct in prior rentals.
4. Housing costs (consisting of space rent, estimated utilities and any mortgage payments) must not exceed 35% of gross income. Gross income must be proven to our satisfaction. Gross income may include transfers from savings or investments provided these have occurred for at least three months prior to the date of application. If applicant will have a second home during their residency at the Park, the housing costs associated with that second home will also be included.
5. Applicant must have a Vantage credit score of at least 600.
6. Applicant must be on title to the mobilehome.
7. Applicant(s) must be able to follow park rules such as (but not limited to):
 - a. Ability to park all vehicles in assigned parking space/driveway.
 - b. Pets must be in compliance with park rules.
 - c. Number of persons to occupy mobilehome cannot exceed number allowed in park rules (2 persons per bedroom plus 1).
 - d. Applicants must meet the age requirements of the community, if applicable.
8. Applicant must be approved for a loan unless paying for the mobilehome in full.
9. Applicant must participate in a personal interview at the Park office and upon approval must execute residency documents including a rental agreement and the Park rules and regulations.

The foregoing are among the factors considered for approval of a prospective homeowner for mobilehome tenancy.

Dated: _____

Space: _____

Print Name: _____

Signature: _____