

Dear Prospective Buyer,

Please Note: The **Residency Application** in this packet needs to be complete for us to start processing your application.

During the application process, **please DO NOT email** us any of your personal documents/ information. For example: copies of IDs or Social security cards, bank statements, paystubs etc. These items will need to be dropped off.

For the documents that are stamped **SAMPLE**, please do not sign these papers, you will sign these documents when you sign your Lease through DocuSign.

If you have any questions, please call our office.

858-748-5308.

Thank you and we look forward to working with you!

-Team at Poway Royal Estates

# 10 Reasons to Choose Hometown America

Hometown America... Offering Premier Living Communities for All Ages



1

**CUSTOMER SERVICE:** Our commitment to resident satisfaction makes customer service our first priority.

2

**LIFESTYLE-BASED COMMUNITIES:** Our wide range of communities are designed with our residents' unique lifestyles in mind.

3

**COMMUNITY AMENITIES:** From clubhouses and pools, to laundry facilities and daycare – every community offers on-site amenities for residents' enjoyment and convenience.

4

**DIVERSE, CONVENIENT LOCATIONS:** Our nationwide locations offer small-town warmth with easy access to major cities and pristine natural splendor.

5

**NEW & PRE-OWNED INVENTORY:** We offer a wide selection of new and pre-owned homes with options to suit every budget.

6

**ONE-STOP SHOPPING:** Making home-ownership as stress-free as possible, we offer financing, insurance packages and brokerage services.

7

**FLEXIBLE & AFFORDABLE FINANCING:** Hometown America offers the most customer-friendly and affordable financing in the industry.

8

**QUALIFIED ON-SITE MANAGEMENT:** Our friendly, 24-hour on-site property management ensures all our residents' needs are met.

9

**FRIENDLY, NEIGHBORHOOD ATMOSPHERE:** Our close-knit, active communities provide a warm, social atmosphere where friendships grow and thrive.

10

**AWARD-WINNING OPERATOR:** Hometown America is nationally recognized by the Manufactured Housing Institute for our commitment to excellence.



[www.HometownAmerica.com](http://www.HometownAmerica.com)





## HOMETOWN AMERICA'S RESIDENCY CRITERIA

Hometown America (HTA) follows a set of rules and procedures designed to ensure all applicants receive fair and consistent consideration for residency and would like to make you aware of some general procedures and information regarding the residency screening process.

HTA adheres to all Federal, State and/or local requirements, including but not limited to such laws as the Fair Housing Act, Fair Credit Reporting Act, and Equal Credit Opportunity Act. By submitting HTA's Residency application, all applicants authorize Hometown America to obtain a consumer report, and any other information it deems necessary, for the purpose of evaluating the application. Such information may include, but is not limited to, credit history, civil and criminal information, records of arrest and conviction, rental history, employment/salary details, vehicle records, licensing records, and/or any other information.

The following are the factors considered when evaluating the prospective resident's *credit* for residency approval;

- Employment and/or Income verification (when applicable)
- Positive Landlord Payment History verification (when applicable)
- Total Monthly Income
- Rent-to-Income Ratio
- Debt-to-Income Ratio
- FICO score<sup>1</sup>
- Credit Report/Credit History
- Bankruptcy, judgments, tax liens or repossessions

The following are the factors considered when evaluating the prospective resident's *background* for residency approval;

- Applicable National, State, and County civil and/or criminal record information
- Dates and records of arrest and conviction
- Former landlord reference (when applicable)
- Eviction History

Other records, departments or institutions may be included in the screening process if needed to properly research the potential resident's application. Hometown America would like to thank you for your interest in residing within this HTA community.

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<sup>1</sup> FICO stands for Fair Isaac Company, the company that originally created the formula. The FICO® Score uses information contained in consumer credit files to determine a consumer's credit score ranging from the 300s to 900s. The FICO® Score credit scoring model is used by many creditors to help determine consumer creditworthiness.

# HOMETOWN POWAY ROYAL ESTATES

Dear Prospective Homeowner:

Park Management is delighted you are considering Hometown Poway Royal Estates ("Park") as your future home. You will find that mobilehome living has many advantages over other types of housing, including affordability and community living. Given the daily interaction between homeowners and Park Management, we feel there is a special relationship between the homeowner and the landowner. Park Management views this relationship as a joint venture, sharing many of the same goals. We hope to always work together with all Residents to maintain and improve the great quality of life in our Park.

In order to accomplish these goals, the residents and the management have developed Rental Agreements, Park Rules and Regulations, and other documents. These residency documents collectively suit the needs of both the residents and Park Management. It is vital to your rights as a Resident and future relations with Park Management that you carefully review each and every residency document provided. Should you have questions about any residency document provided, please contact Park Management.

In order for the management to enforce the rules and regulations and to protect every home-owners investment we must take careful steps in approving home purchasers. We need to confirm that the individuals buying the home and signing the lease are the same individuals. To accomplish this we will need some items from you prior to your purchasing a mobilehome.

To get the process started, please submit your signed application and required application fee for each applicant. Assuming that you have successfully negotiated the purchase of a mobilehome and you are approved by the Park for tenancy, you will need to make an appointment with Park management to execute all Park related documents included in the application package. Again, your review of all provided residency documents is crucial when entering in to any rental agreement with this park.

Completing this process helps to ensure that only homeowners, their families, guests, and approved subtenants will occupy the homes in the Park.

If you have any questions or comments please do not hesitate call Park Management. We hope you will soon call Hometown Poway Royal Estates home!

Sincerely,

Park Management

# NOTICE OF RIGHTS AND RESPONSIBILITIES

## IMPORTANT NOTICE TO ALL MANUFACTURED HOME/MOBILEHOME OWNERS: CALIFORNIA LAW REQUIRES THAT YOU BE MADE AWARE OF THE FOLLOWING:

The Mobilehome Residency Law (MRL), found in Section 798 et seq. of the Civil Code, establishes the rights and responsibilities of homeowners and park management. The MRL is deemed a part of the terms of any park rental agreement or lease. This notice is intended to provide you with a general awareness of selected parts of the MRL. It does not serve as a legal explanation or interpretation. For authoritative information, you must read and understand the laws. These laws change from time to time. In any year in which the law has changed, you may obtain one copy of the full text of the law from management at no charge. This notice is required by Civil Code Section 798.15(i) and the information provided may not be current.

Homeowners and park management have certain rights and responsibilities under the MRL. These include, but are not limited to:

1. Management must give a homeowner written notice of any increase in his or her rent at least 90 days before the date of the increase. (Civil Code Section 798.30)
2. No rental or sales agreement may contain a provision by which a purchaser or a homeowner waives any of his or her rights under the MRL. (Civil Code Sections 798.19, 798.77)
3. Management may not terminate or refuse to renew a homeowner's tenancy except for one or more of the authorized reasons set forth in the MRL. (Civil Code Sections 798.55, 798.56)
4. A homeowner must give written notice to the management of not less than 60 days before vacating his or her tenancy. (Civil Code Section 798.59)
5. Homeowners, residents, and their guests must comply with the rental agreement or lease, including the reasonable rules and regulations of the park and all applicable local ordinances and state laws and regulations relating to mobilehomes. Failure to comply could be grounds for eviction from the park. (Civil Code Section 798.56)
6. Homeowners must pay rent, utility charges, and reasonable incidental service charges in a timely manner. Failure to comply could be grounds for eviction from the park. (Civil Code Section 798.56)
7. Homeowners have a right to peacefully assemble and freely communicate with respect to mobilehome living and for social or educational purposes. Homeowners have a right to meet in the park, at reasonable hours and in a reasonable manner, for any lawful purpose. Homeowners may not be charged a cleaning deposit in order to use the park clubhouse for meetings of resident organizations or for other lawful purposes, such as to hear from political candidates, so long as a homeowner of the park is hosting the meeting and all park residents are allowed to attend. Homeowners may not be required to obtain liability insurance in order to use common facilities unless alcohol is served. (Civil Code Sections 798.50, 798.51)
8. If a home complies with certain standards, the homeowner is entitled to sell it in place in the park. Management may require certain upgrades. Management may not require a homeowner to sell his or her home to the park, may not charge a transfer or selling fee, and may not require a homeowner to use a broker or dealer approved by the park. A homeowner has a right to advertise his or her home for sale. Management may deny approval of a buyer, but only for certain reasons listed in the law. (Civil Code Sections 798.70-798.74)
9. Management has the right to enter the space upon which a mobilehome is situated for maintenance of utilities, trees, and driveways; for inspection and maintenance of the space in accordance with the rules and regulations of the park when the homeowner or resident fails to maintain the space; and for protection and maintenance of the mobilehome park at any reasonable time, but not in a manner or at a time that would interfere with the resident's quiet enjoyment of his or her home. (Civil Code Section 798.26)
10. A homeowner may not make any improvements or alterations to his or her space or home without following the rules and regulations of the park and all applicable local ordinances and state laws and regulations, which may include obtaining a permit to construct, and, if required by park rules or the rental agreement, without prior written approval of management. Failure to comply could be grounds for eviction from the park. (Civil Code Section 798.56)

# MASTER METER SYSTEM PUBLIC AWARENESS MESSAGE

Poway Royal Estates

(Community Name)

## Description of the purpose and reliability of the pipeline:

The natural gas pipeline system in the community is owned, operated and maintained by the owner of the community. The pipeline system is designed to distribute gas to the residents, which is commonly used for heating and cooking. In addition, the system is used for the following common area facilities: Clubhouse, Swimming Pools, Laundry Rooms. The gas pipeline system is operated and maintained by qualified individuals in accordance with the community's Operations and Maintenance Plan, which contains procedures for safely operating, maintaining, and monitoring the system. The California Public Utilities Commission inspects the gas pipeline system for compliance with the Federal rules and regulations.

## Overview of hazards of, and preventative measures used, for the pipeline:

Gas can leak from pipeline facilities damaged due to corrosion, outside force, natural events, or equipment failure, etc. Because natural gas is a flammable commodity, gas leaks, under certain circumstances, have the potential to cause harm. The gas system is leak surveyed annually. All hazardous leaks are repaired. All main valves are inspected to ensure that they are operable. The gas system is patrolled on a routine basis to ensure that hazardous conditions such as atmospheric corrosion, improper care of discontinued services and customer lines, inadequate support of meters and pipeline components, etc., are noted and corrected.

If applicable, the gas pipeline system is cathodically protected in the following way: Serviced annually by licensed third party contractor.

## Information about damage prevention:

The gas pipeline system is susceptible to damage due to outside forces such as those caused by excavation, vehicular traffic, or excessive loads placed on meter set assemblies. In addition, restricted access to main valves and meter set assemblies could result in severe consequences in the event of emergency. The greatest risk to underground gas pipelines is damage caused during excavation. Even a minor impact with the pipeline could cause a dent or damage to its coating, resulting in a leak. **Notify the community owner/manager before you dig.** Do not park vehicles near gas meters or pipelines that are not protected by barriers. Do not remove meter supports or place heavy items on top of meter set assemblies. Do not restrict access to main valves or meter set assemblies. Inform the community owner/manager immediately of gas meters that are vulnerable to vehicular damage or need supports or of other potential hazards that are noticed.

## How to recognize, and respond to, a leak:

**Odor:** Natural gas is colorless, odorless, tasteless and non-toxic. An additive (Mercaptan) in the gas gives it a distinctive odor (similar to rotting eggs or sulfur). **Vegetation:** Natural gas leaking from an underground pipeline can destroy vegetation by starving the roots of air and water. An unusual dry patch of vegetation, within an otherwise green area, could indicate a below ground gas leak. **Sound:** a blowing or hissing sound could indicate the presence of a gas leak. **Bubbling water:** Gas leaks on underground pipelines in flooded areas may cause bubbles in the water as the gas rises to the surface. **Fungus-like growth:** Gas leaks in valve boxes, manholes, etc., may develop a fungus-like growth that is generally white in color.

Do not light items such as matches or cigarettes, or use any device that may generate a spark such as electrical switches, telephones (cell and land line phones), doorbells, automobiles or other engines, etc. Extinguish all flames, evacuate the building to a safe distance, and turn off gas, if feasible. To report a gas leak, call 800 411-7343 and inform community personnel of the situation and the location of the leak. Do not make the phone call from the area where the gas leak is present.

For additional information, contact the community owner/manager. Also, visit the websites of the US Department of Transportation, Pipeline and Hazardous Materials Safety Administration (<http://www.phmsa.dot.gov>) or the California Public Utilities Commission (<http://www.cpuc.ca.gov/puc/>).