

PROPERTY LOCATED AT: 19 Schoppe Drive Orono

PROPERTY DISCLOSURE

Under Maine Law, certain information must be made available to buyers prior to or during preparation of an offer. This statement has been prepared to assist prospective buyers in evaluating this property. This disclosure is not a warranty of the condition of the property and is not part of any contract between Seller and any Buyer. Seller authorizes the disclosure of the information in this statement to real estate licensees and to prospective buyers of this property. The Seller agrees to provide prompt notice of any changes in the information and this form will be appropriately changed with an amendment date. Inspections are highly recommended.

DO NOT LEAVE ANY QUESTIONS BLANK. STRIKE, WRITE N/A OR UNKNOWN IF NEEDED.

SECTION I – WATER SUPPLY

TYPE OF SYSTEM: ☐ Public ☐ Private ☐ Seasonal ☐ Unknown
☐ Drilled ☐ Dug ☒ Other Park Provides Water from well

MALFUNCTIONS: Are you aware of or have you experienced any malfunctions with the (public/private/other) water system?

Pump (if any): ☐ N/A ☐ Yes ☒ No ☐ Unknown

Quantity: ☐ Yes ☒ No ☐ Unknown

Quality: ☐ Yes ☒ No ☐ Unknown

If Yes to any question, please explain in the comment section below or with attachment.

WATER TEST: Have you had the water tested? ☒ Yes ☒ No

If Yes, Date of most recent test: _____ Are test results available? .. ☐ Yes ☐ No

To your knowledge, have any test results ever been reported as unsatisfactory or satisfactory with notation? ☐ Yes ☐ No

If Yes, are test results available? ☐ Yes ☐ No

What steps were taken to remedy the problem? _____

IF PRIVATE: (Strike Section if Not Applicable):

INSTALLATION: Location: _____

Installed by: _____

Date of Installation: _____

USE: Number of persons currently using system: _____

Does system supply water for more than one household? ☐ Yes ☐ No ☐ Unknown

Comments: Park Test Water Approx Every 6 months

Source of Section I information: Owner

Buyer Initials _____ Page 1 of 7 Seller Initials STOC

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SECTION II – WASTE WATER DISPOSAL

TYPE OF SYSTEM: ☒ Public ☐ Private ☐ Quasi-Public ☐ Unknown

IF PUBLIC OR QUASI-PUBLIC (Strike Section if Not Applicable):

Have you had the sewer line inspected? ☐ Yes ☒ No

If Yes, what results: _____

Have you experienced any problems such as line or other malfunctions? ☐ Yes ☒ No

What steps were taken to remedy the problem? _____

IF PRIVATE (Strike Section if Not Applicable):

Tank: ☐ Septic Tank ☐ Holding Tank ☐ Cesspool ☐ Other: _____

Tank Size: ☐ 500 Gallon ☐ 1000 Gallon ☐ Unknown ☐ Other: _____

Tank Type: ☐ Concrete ☐ Metal ☐ Unknown ☐ Other: _____

Location: _____ OR ☐ Unknown

Date installed: _____ Date last pumped: _____ Name of pumping company: _____

Have you experienced any malfunctions? ☐ Yes ☐ No

If Yes, give the date and describe the problem: _____

Date of last servicing of tank: _____ Name of company servicing tank: _____

Leach Field: ☐ Yes ☐ No ☐ Unknown

If Yes, Location: _____

Date of installation of leach field: _____ Installed by: _____

Date of last servicing of leach field: _____ Company servicing leach field: _____

Have you experienced any malfunctions? ☐ Yes ☐ No

If Yes, give the date and describe the problem and what steps were taken to remedy: _____

Do you have records of the design indicating the # of bedrooms the system was designed for? ☐ Yes ☐ No

If Yes, are they available? ☐ Yes ☐ No

Is System located in a Shoreland Zone? ☐ Yes ☐ No ☐ Unknown

Comments: Park owns Septic System

Source of Section II information: own

Buyer Initials _____

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SECTION III – HEATING SYSTEM(S)/HEATING SOURCES(S)

Heating System(s) or Source(s)	SYSTEM 1	SYSTEM 2	SYSTEM 3	SYSTEM 4
TYPE(S)	FHA-miller	fireplace		
Age of system(s) or source(s)	1993	1993		
Name of company that services system(s) or source(s)	Dead River	—		
Date of most recent service call	Approx 2020			
Annual consumption per system or source (i.e., gallons, kilowatt hours, cords)	Approx 400 gallons	not used in long time - should be		
Malfunction per system(s) or source(s) within past 2 years	none	check before use		
Other pertinent information				

Are there fuel supply lines? ☒ Yes ☐ No ☐ Unknown

Are any buried? ☐ Yes ☐ No ☒ Unknown

Are all sleeved? ☐ Yes ☐ No ☒ Unknown

Chimney(s): ☒ Yes ☐ No

If Yes, are they lined: ☒ Yes ☐ No ☐ Unknown

Is more than one heat source vented through one flue? ☐ Yes ☒ No ☐ Unknown

Had a chimney fire: ☐ Yes ☒ No ☐ Unknown

Has chimney(s) been inspected? ☐ Yes ☒ No ☐ Unknown

If Yes, date: _____

Date chimney(s) last cleaned: unlabeled

Direct/Power Vent(s): ☐ Yes ☒ No ☐ Unknown

Has vent(s) been inspected? ☐ Yes ☒ No ☐ Unknown

If Yes, date:

Comments: _____

Source of Section III information: On m

SECTION IV — HAZARDOUS MATERIAL

The licensee is disclosing that the Seller is making representations contained herein.

A. UNDERGROUND STORAGE TANKS - Are there now, or have there ever been, any underground storage tanks on the property? ☐ Yes ☒ No ☐ Unknown

If Yes, are tanks in current use? ☐ Yes ☐ No ☐ Unknown

If no longer in use, how long have they been out of service?

If tanks are no longer in use, have tanks been abandoned according to DEP? ☐ Yes ☐ No ☐ Unknown

Are tanks registered with DEP? ☒ Yes ☐ No ☐ Unknown

Age of tank(s): _____ Size of tank(s): _____

Location: _____

Buyer Initials

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Seller Initials *MD*

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What materials are, or were, stored in the tank(s)? _____

Have you experienced any problems such as leakage: ☐ Yes ☐ No ☐ Unknown

Comments: _____

Source of information: _____

B. ASBESTOS — Is there now or has there been asbestos:

As insulation on the heating system pipes or duct work? ☐ Yes ☒ No ☐ Unknown

In the ceilings? ☐ Yes ☒ No ☐ Unknown

In the siding? ☐ Yes ☒ No ☐ Unknown

In the roofing shingles? ☐ Yes ☒ No ☐ Unknown

In flooring tiles? ☐ Yes ☒ No ☐ Unknown

Other: _____ ☐ Yes ☒ No ☐ Unknown

Comments: _____

Source of information: Own

C. RADON/AIR - Current or previously existing:

Has the property been tested? ☐ Yes ☒ No ☐ Unknown

If Yes: Date: _____ By: _____

Results: _____

If applicable, what remedial steps were taken? _____

Has the property been tested since remedial steps? ☐ Yes ☐ No ☐ Unknown

Are test results available? ☐ Yes ☐ No

Results/Comments: _____

Source of information: Own

D. RADON/WATER - Current or previously existing:

Has the property been tested? ☐ Yes ☒ No ☐ Unknown

If Yes: Date: _____ By: _____

Results: _____

If applicable, what remedial steps were taken? _____

Has the property been tested since remedial steps? ☐ Yes ☐ No ☐ Unknown

Are test results available? ☐ Yes ☐ No

Results/Comments: _____

Source of information: Own

E. METHAMPHETAMINE - Current or previously existing: ☐ Yes ☒ No ☐ Unknown

Comments: _____

Source of information: Own

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F. LEAD-BASED PAINT/PAINT HAZARDS — (Note: Lead-based paint is most commonly found in homes constructed prior to 1978)

Is there now or has there ever been lead-based paint and/or lead-based paint hazards on the property?
..... ☐ Yes ☒ No ☐ Unknown ☐ Unknown (but possible due to age)

If Yes, describe location and basis for determination: _____

Do you know of any records/reports pertaining to such lead-based paint/lead-based paint hazards: ☐ Yes ☒ No

If Yes, describe: _____

Are you aware of any cracking, peeling or flaking paint? ☒ Yes ☐ No

Comments: Some on Deck

Source of information: _____

G. OTHER HAZARDOUS MATERIALS - Current or previously existing:

TOXIC MATERIAL: ☐ Yes ☒ No ☐ Unknown

LAND FILL: ☐ Yes ☒ No ☐ Unknown

RADIOACTIVE MATERIAL: ☐ Yes ☒ No ☐ Unknown

Other: _____

Source of information: OWN

Buyers are encouraged to seek information from professionals regarding any specific issue or concern.

SECTION V — GENERAL INFORMATION

Is the property subject to or have the benefit of any encroachments, easements, rights-of-way, leases, rights of first refusal, life estates, private ways, trails, homeowner associations (including condominiums and PUD's) or restrictive covenants? ☒ Yes ☐ No ☐ Unknown

If Yes, explain: See Park Rules - Park owns Land

Source of information: _____

Is access by means of a way owned and maintained by the State, a county, or a municipality over which the public has a right to pass? ☐ Yes ☒ No ☐ Unknown

If No, who is responsible for maintenance? Maine Real Estate Management

Road Association Name (if known): Maine Real Estate Management

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Are there any tax exemptions or reductions for this property for any reason including but not limited to:
Tree Growth, Open Space and Farmland, Veteran's, Homestead Exemption, Blind, Working Waterfront?.....
..... ☒ Yes ☐ No ☐ Unknown

If Yes, explain: Veteran's

Is a Forest Management and Harvest Plan available?..... ☐ Yes ☒ No ☐ Unknown

Is house now covered by flood insurance policy (not a determination of flood zone) ☐ Yes ☒ No ☐ Unknown

Equipment leased or not owned (including but not limited to, propane tank, hot water heater, satellite dish, water filtration system, photovoltaics, wind turbines): Type: Propane Tank

Year Principal Structure Built: 1993

What year did Seller acquire property? 1993

Roof: Year Shingles/Other Installed: ~~1993~~ Not Sure, but not Original Roof

Water, moisture or leakage: Think it is Approx 2005±

Comments: NO Leaks

Foundation/Basement:

Is there a Sump Pump? ☐ Yes ☒ No ☐ Unknown

Water, moisture or leakage since you owned the property: ☐ Yes ☒ No ☐ Unknown

Prior water, moisture or leakage? ☐ Yes ☒ No ☐ Unknown

Comments: _____

Mold: Has the property ever been tested for mold? ☐ Yes ☒ No ☐ Unknown

If Yes, are test results available? ☐ Yes ☐ No

Electrical: ☐ Fuses ☒ Circuit Breaker ☐ Other: _____ ☐ Unknown

Comments: _____

Has all or a portion of the property been surveyed? ☐ Yes ☒ No ☐ Unknown

If Yes, is the survey available? ☐ Yes ☒ No ☐ Unknown

Manufactured Housing – Is the residence a:

Mobile Home ☒ Yes ☐ No ☐ Unknown

Modular ☐ Yes ☒ No ☐ Unknown

KNOWN MATERIAL DEFECTS about Physical Condition and/or value of Property, including those that may have an adverse impact on health/safety: Broken window in Rear Bedroom

Crack in drywall in Kitchen Ceiling - Been that way since it was delivered - NO issues
Comments: Leaking Sink Boke

Source of Section V information: Owner

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SECTION VI – ADDITIONAL INFORMATION

ATTACHMENTS EXPLAINING CURRENT PROBLEMS, PAST REPAIRS OR ADDITIONAL INFORMATION IN ANY SECTION IN DISCLOSURE: ☐ Yes ☒ No

Seller shall be responsible and liable for any failure to provide known information regarding known material defects to the Buyer.

Neither Seller nor any Broker makes any representations as to the applicability of, or compliance with, any codes of any sort, whether state, municipal, federal or any other, including but not limited to fire, life safety, building, electrical or plumbing.

As Sellers, we have provided the above information and represent that all information is correct. To the best of our knowledge, all systems and equipment, unless otherwise noted on this form, are in operational condition.

Marie D Cota 9/14/22
SELLER DATE SELLER DATE

SELLER DATE SELLER DATE

I/We have read and received a copy of this disclosure, the arsenic in wood fact sheet, the arsenic in water brochure, and understand that I/we should seek information from qualified professionals if I/we have questions or concerns.

BUYER DATE BUYER DATE

BUYER DATE BUYER DATE



Assessment fee
Entrance fee

19 SCHOPPE DRIVE

Location 19 SCHOPPE DRIVE

Mblu 018/ 000/ 047/ 019/

Acct# 415

Owner COTA, ROSS

Building Name

PBN

14' x 76' 1064

Assessment \$21,900

PID 1742

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2021	\$21,900	\$0	\$21,900

Owner of Record

Owner COTA, ROSS
Co-Owner COTA, MARIE
Address 19 SCHOPPE DRIVE
ORONO, ME 04473

Sale Price \$35,955
Book & Page 0/0
Sale Date 10/01/1993 ✓
Instrument 01
Qualified Q

Ownership History

Ownership History				
Owner	Sale Price	Book & Page	Instrument	Sale Date
COTA, ROSS	\$35,955	0/0	01	10/01/1993

Building Information

Building 1 : Section 1

Year Built: 1980 ?
Living Area: 1,064
Replacement Cost: \$102,948
Building Percent Good: 20
Replacement Cost
Less Depreciation: \$20,600

Building Attributes	
Field	Description

Extra Features

Extra Features	Legend
No Data for Extra Features	

Land

Land Use

Use Code 1030
Description MANUF HM
Neighborhood
Alt Land Appr No

Land Line Valuation

Size (Acres) 0
Depth
Assessed Value \$0

Outbuildings

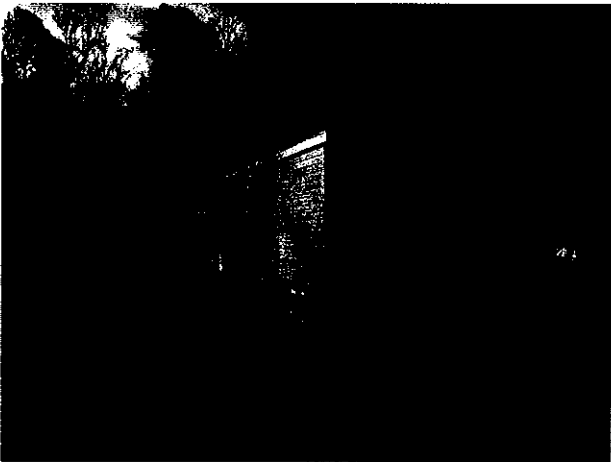
Outbuildings						Legend
Code	Description	Sub Code	Sub Description	Size	Assessed Value	Bldg #
SHD1	SHED FRAME			120.00 S.F.	\$1,300	1

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2021	\$21,900	\$0	\$21,900
2019	\$17,600	\$0	\$17,600

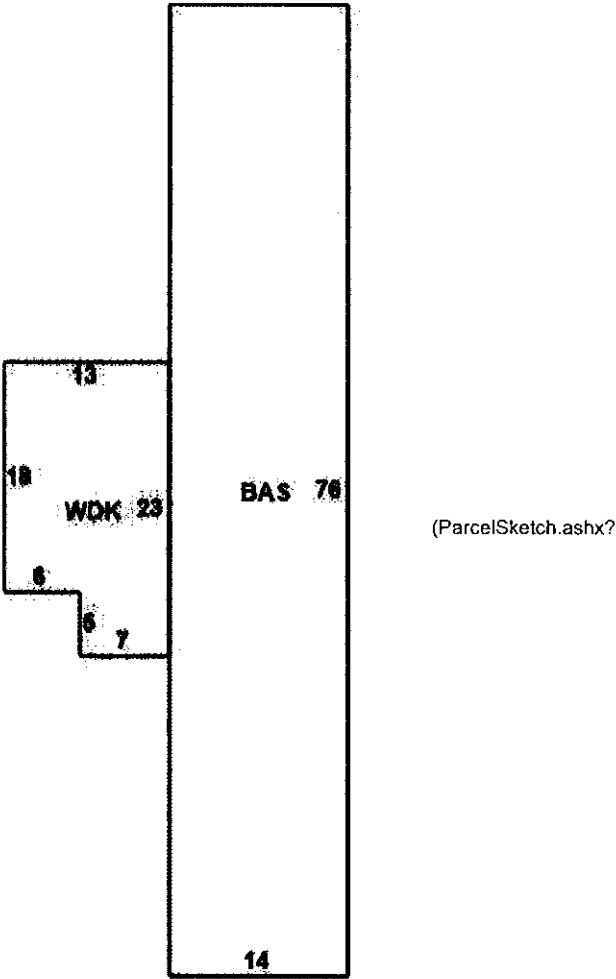
Style	Manufactured Home
Model	Manufactured
Grade	Average +10
Stories	1
Occupancy	1
Exterior Wall 1	Vinyl Siding
Exterior Wall 2	
Roof Structure	Gable/Hip
Roof Cover	Asph/F Gls/Cmp
Interior Wall 1	Wall Brd/Wood
Interior Wall 2	
Interior Floor 1	Inlaid Sht Gds
Interior Floor 2	Carpet
Heat Fuel	Oil
Heat Type	Hot Water
AC Type	None
Bedrooms	3
Full Baths	1
Half Baths	
Extra Fixtures	
Total Rooms	
Bath Style	Average
Kitchen Style	Average
Num Kitchens	
Cndtn	
Num Park	
Fireplaces	

Building Photo



(https://images.vgsi.com/photos/OronoMEPhotos/ASchoppe%20Dr%19%20

Building Layout



pid=1742&bid=1742)

Building Sub-Areas (sq ft)			Legend
Code	Description	Gross Area	Living Area
BAS	First Floor	1,064	1,064
WDK	Deck, Wood	269	0

1,333 1,064

Orono
2:18 PM

Real Estate Tax Commitment Book - 23.800
FY 2023 TAX COMMITMENT

08/30/2022
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Account	Name & Address	Land	Building	Exemption	Assessment	Tax
810	COSTELLO, MICHAEL J. COSTELLO, TERESA A. 1 COLBURN DRIVE UNIT 22 ORONO ME 04473 1 COLBURN DRIVE 22 012-000-025-022 B12606P51	0	146,600	25,000 02 Homestead \$25,000	121,600	2,894.08 1,447.04 (1) 1,447.04 (2)
1185	COTA, RAYMOND J., III & BANGOR SAVINGS B COTA FAMILY GENERATIONAL TRUST 1815 SWEETWATER RD #113 SPRING VALLEY CA 91977 24 FOREST AVENUE 027-002-044 B12991P95	26,700 Acres 0.17	95,500	0	122,200	2,908.36 1,454.18 (1) 1,454.18 (2)
1184	COTA, RAYMOND J., III & BANGOR SAVINGS B COTA FAMILY GENERATIONAL TRUST 1815 SWEETWATER RD #113 SPRING VALLEY CA 91977 26 FOREST AVENUE 027-002-043 B12991P95	29,000 Acres 0.26	139,200	0	168,200	4,003.16 2,001.58 (1) 2,001.58 (2)
415	COTA, ROSS COTA, MARIE 19 SCHOPPE DRIVE ORONO ME 04473 19 SCHOPPE DRIVE 018-000-047-019	0	21,900	6,000 12 WW2+ Vet Res	15,900	378.42 189.21 (1) 189.21 (2)
2171	COTE, PAUL E. 102 FOREST AVENUE ORONO ME 04473 102 FOREST AVENUE 019-003-047 B13737P23	32,200 Acres 0.37	152,600	31,000 70 VIETNAM NON RES 02 Homestead \$25,000	153,800	3,660.44 1,830.22 (1) 1,830.22 (2)
2487	COTSIRILOS BORLAND, LLC 21 CHESTNUT STREET APT 803 PORTLAND ME 04101 WINTERHAVEN DRIVE 019-000-006 B10965P197	54,700 Acres 11.83	0	0	54,700	1,301.86 650.93 (1) 650.93 (2)
Page Totals:		142,600	555,800	62,000	636,400	15,146.32
Subtotals:		24,496,300	174,533,200	8,188,200	190,811,300	4,541,308.94

State Use 1030
Print Date

Floor plan of the second floor. The main area is labeled 'BAS. 78' and has a dimension of '44' along the bottom edge. The top edge of the main area is labeled '43'. A smaller rectangular section is attached to the top center, containing a staircase labeled 'WOM. ST.'. This section has a width of '10', a height of '5', and a width of '7'.

MOBILE HOME PARKS

RULES AND REGULATIONS

2022 & 2023

PLEASE READ CAREFULLY

The policies set forth in the following instructions are to try to give a standard to go by so that everyone knows what is expected of them and their neighbors. Our park will continually be in the process of improvements, modifications and change however, you are expected to do your part in keeping your lot neat and orderly. OWNER reserves the right to modify these rules and regulations upon the provision of thirty (30) days' notice.

1.0 REGISTRATION

- 1.1 Each tenant must register with the management upon arrival in the park and submit an application provided by the management, prior to being accepted as tenants. All occupants of the residence must be included in the application when the application is submitted to and accepted by the landlord. Any changes in the occupancy status may affect the monthly rent up to \$50 per month, per person. **NO TENANT WILL BE ALLOWED TO TAKE IN ANY PERSON WITHOUT PERMISSION OF MANAGEMENT.**
- 1.2 Guests and visitors staying over 2 days must be registered with the landlord, notifying the landlord by mail or phone. No person previously evicted by management may come in the park. It is the responsibility of the tenant to provide guest/visitor information to the landlord. If the information is not provided to the landlord, the landlord reserves the right to adjust the rent for the 30 day period, proceeding the time when the information first is available to the landlord. A background/criminal check will be done and we reserve the right to refuse any guest from coming in and staying in the park.

2.0 PAYMENT OF RENT

- 2.1 The amount of Rent is equal to the sum of lease payment, late fees if any, and any other fees described in this document and accessed to tenant. Rent payments are due on the first day of each month.
- 2.2 Rent must be kept paid in advance unless previous arrangements have been made with the management. The landlord will provide a letter for the tenant to sign in the case of rent payments other than a single monthly payment, payable on the first day of the month in advance.

- 2.3 To the current lot rent, \$35.00 per guest extra per month or part thereof will be charged for guests staying over 2 days. There will be no charge for children under 16 if they are in the company of their parents or guardian.
- 2.4 Tenants are responsible for mailing or delivering his, her, their rent to the management or authorized agent by the 1st of the month. If the rent is not paid by the 8th day of the month the tenant will be served with necessary papers to start eviction process. A late charge of 4% of total balance due will automatically be accessed 15 days from due date and become part of rent due.
- 2.5 Anyone passing a check of insufficient funds will be charged \$35.00 plus bank charges against the landlords account.
- 2.6 Any monies paid to management shall be allocated in the following manner:
- a. To any outstanding fees and charges first (water/sewer or other utility charges, repair charges, animal fees, legal service/filing fees that tenant may incur, etc.)
 - b. Lot rent
 - c. then to trailer payments (Lease Purchase), if applicable

3.0 **INSURANCE**

- 3.0.1 The tenant agrees to purchase Home Owners or Renters, personal property fire, casualty and liability insurance as they apply to the Leased premises. The Policy must include coverage for guests of the lessee, invited and uninvited. The Tenant will provide a Certificate of Insurance provided by the insured company to the Lessor. If the specified insurances on the Mobile Home are not paid by the Lessee the lease can be terminated for non-compliance with the lease. If tenant does not provide a copy of your policy, MREM reserves the right to sign up for a policy on your behalf and charge you for the cost of the premium plus an additional \$10 per month.
- 3.2 No Trampolines are allowed of any size.

4.0 **TRASH REMOVAL**

- 4.1 The tenant is responsible to get all the trash to proper disposal container weekly. Any recycled containers must be kept in secure containers and removed weekly. **No dumping of any other materials is allowed without coming to the office or calling the office to make arrangements for removal first.**
- 4.2 **Personal belongings must be stored neatly next to trailer or in storage shed.** Tenants need to make arrangements to haul mattresses, furniture, building materials, appliances, brush, etc., to the transfer station. Nothing is to be stored behind trailers.

- 4.3 The park manager at the rate of \$40.00 per hour plus disposal expenses will dispose of all articles of trash not disposed of properly. The landlord will serve the tenant a notice of violation for negligence prior to any action of disposal. Payment will become part of the rent due.

5.0 LOT AND YARD CARE

- 5.1 Lawns must be kept mowed (under 4 inches). Any lawn needing to be mowed, at the discretion of the management will be mowed at a cost of up to \$80.00 to the tenant per mowing. The landlord will serve the tenant a notice of violation for failing to maintain their lot. If the tenant does not comply, the owner of the park reserves the right to take the necessary actions to cure the violation and charge the tenant for the cost of said actions.

6.0 SHEDS-STORAGE BUILDINGS

- 6.1 The construction and location of storage buildings will be allowed only by written permission of the management. If approved, a building permit may be required by the town of [Property.Address.City()] and must not exceed 8' wide by 8' long and 8' high. They must be painted or have vinyl siding, the same color as the mobile home. The town of [Property.Address.City()] or other parks, stipulations vary and you will have to contact the office for those specifications. All sheds must be kept in good repair by the owner/tenant of the home. If the shed is privately owned by the owner of the home, the park expects it to be held to the same standards of the park. Roof, sides, doors in good working order. The landlord will serve the tenant a notice of violation for negligence related to the repair of the shed. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

7.0 SNOW REMOVAL

- 3.0.2 Tenant is responsible for snow removal from their own driveway walks and decks.
- 3.0.3 The tenant is responsible for maintaining access to their electrical meter, heating supply storage fill area, walkways and decks.
- 3.0.4 Tenants are responsible for sanding their individual driveway and walkways.

8.0 MAINTENANCE AND UPKEEP OF OWNER-OCCUPIED

- 8.1 All mobile homes entering the park are to be enclosed with skirting approved by the management within twenty-one (21) days. All skirting must be properly secured and kept in good repair by the owner of the home. There must be access to water and sewer hookups. The landlord will serve the tenant a notice of violation for negligence related to the repair of the skirting. If the tenant does not comply, the owner of the park reserves the right to make the

necessary repairs and charge the tenant for the cost of said repairs. Wrapping skirting in plastic or other methods in the winter is allowed and recommended by the Owner. However, all insulating methods must be removed by April 30th for the duration of the summer.

8.2 All steps, decks, landings, railings and handrails are to be built and maintained to the specification of the federal, state and local code requirements. All homes must be in compliance with all local codes. The landlord will serve the tenant a notice of violation for negligence related to the repair of the decks, steps, landings, railings and handrails. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

8.3 All mobile homes must have roofs, windows, doors and siding kept in good repair. The landlord will serve the tenant a notice of violation for negligence related to the repair of the skirting. If the tenant does not comply, the owner of the park reserves the right to make the necessary repairs and charge the tenant for the cost of said repairs.

9.0 UTILITIES

9.1 The management reserves the right to inspect for leaks with notice to tenant and to charge back to the tenant the costs incurred by excessive waste. No outside watering is permitted unless mobile home is equipped with a water meter and payments are current.

9.2 Water meters will be installed on each mobile home and will remain the property of the management. Tenant will be billed monthly for actual usage at rate charged by the Water District and the Sewer Dept. This charge will become part of the rent balance due and payable with rent payment. Advanced payments may be escrowed in tenant's behalf. (See section 2.6.) All tenants are responsible to maintain working heat tape. If water meter freezes the charge will be \$225.00 plus labor charges to replace and or repair.

9.3 RESIDENT's first bill will contain a New Account Fee in the amount of \$10. This fee represents administrative costs in setting up your account and performing off-cycle billing for your initial month.

RESIDENT bills will contain a Bill Processing Fee in the amount of \$5.60. This fee represents monthly administrative costs in conjunction with the preparation, printing, mailing, and reconciling utility charges.

9.4 RESIDENTS may receive bills with estimated charges when a unit's submeter cannot be read or if the providing utility does not provide the Property bills in a timely manner in order to effectuate monthly billing. When Property receives said utility bills or can obtain sub metered reads, it will adjust the RESIDENT's next monthly bill.

9.5 The tenant is responsible for all other utilities required of/or requested by the tenant.

- 9.6 No tenant shall tamper with any meter boxes or other electrical equipment.
- 9.7 OWNER reserves the right to modify the billing methodologies used and the amount of any billing fees upon the provision of thirty (30) days' notice.
- 9.8 The tenant is responsible for all other utilities required of/or requested by the tenant.
- 9.9 No tenant shall tamper with any meter boxes or other electrical equipment.

10.0 FUEL SUPPLY & EQUIPMENT

- 10.1 All oil supply tanks must be installed in accordance with state and local code requirements. All external equipment is to be located to the rear of the mobile home where possible, painted and maintained in good repair. All existing equipment will be exempted from these requirements until such time of their replacement, they are determined to be unsafe or state or local code requires replacement. Fuel must be maintained at a level sufficient to prevent problems with filters and furnace parts. If management must repair items because tenant they will be billed accordingly. If it is an oil drum that is not enclosed, must run kerosene. If it runs out or proper oil was not used and the maintenance crew is called on, charges based on time of day/night will be added to your account as rent due. No unused fuel storage tank of any kind is permitted to be stored on the lot.
- 10.2 All propane services for propane appliances and/or heating systems but be supplied by a licensed propane provider. Landlord will not service appliances/furnaces that do not have the required tanks provided by a licensed propane provider.

11.0 MOTORIZED VEHICLES

- 11.1 The speed limit in the park - **10 MPH** - must be observed at all times. Speeding's may be cause for eviction after (3) written warnings. **Please observe one way signs.**
- 11.2 Off street parking space is sufficient to accommodate your automobiles.
- 11.3 No parking of automobiles in the street at any time. Vehicles must be kept in driveway only. Vehicles parked on the street will be towed at homeowners risk and expense.

11.4 **All vehicles must be registered, inspected and operable.** Large commercial vehicles, all trailers, boats, and campers shall not be allowed within the park without express written permission of the management. Any such vehicle may be removed by management at the owner's expense and owner shall have no right of recourse against management.

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12.0 **CHILDREN**

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12.2 Parents are expected to supervise and exercise reasonable control of their children's conduct and will be held responsible for any damage done by them. Children are to stay away from empty lots and empty mobile homes.

13.0 **ANIMALS**

13.1 **No animals are allowed in the park without prior written request of the tenant and written approval by the management, this includes pets of guests. If approval is granted by Management the maximum of only one (1) cat and/ or (1) dog per lot will be allowed, up to 35lbs. All cats must be spayed/neutered and must provide proof of documentation to the office.** If an animal is allowed they must be registered with the management, licensed in accordance to state and local law, and have all the proper medical shots, remain on owner's lot and have an identification collar with owner's name on it. Copies of current vaccinations and shot records shall be provided to management. Insurance is required if you own a dog, with a minimum of \$100,000.

15.015.0 The fee for any unregistered animals shall be \$35 per month till removed.

15.016.0 Animals running loose will be taken to the local animal shelter.

15.017.0 All animal waste must be picked up by the owners, on a daily basis, and disposed in a secure spill controlled container. The management will charge \$25 per occurrence to dispose of pet waste and charge will become part

of rent due with rent payment.

15.018.0 Anyone not following the above mentioned rule shall be required to have all their pets removed from the park immediately.

15.019.0 Animals causing nuisance, noise or perceived danger to other tenants or guests will be required to be removed from the park, immediately.

14.0 QUIET/OTHER

14.1 Radios, televisions, stereos and other sources of noise must be kept within the bounds of moderation at all times. Keep in mind that all towns have their own rules on noise ordinances on top of these.

14.2 NO loud parties, public drunkenness, or amoral conduct allowed. Tenants are encouraged to call police when disturbed.

14.3 Fireworks are not permitted in the park.

14.4 Fire pits or any type of controlled fire is not permitted in the park.

14.5 No pools or trampolines are permitted in the park.

14.6 If tenant is not paying for individual water use, hoses and watering of plants/grass is prohibited.

14.7 Any park fees incurred by the owner that are directly related to the tenant's home may be billed back to the tenant.

1. SALE & RENTAL OF MOBILE HOMES

15.1 A tenant shall not sublet their mobile home or lot without written approval of the Management.

15.2 In the event of the sale of your mobile home, all outstanding balances must be paid prior to sale. Approval by management must be obtained prior to closing the sale of the home. An entrance fee of one (1) month's rent may be charged to the new owner.

- 15.3 ✓ Should tenant decide to sell or move their home the tenant must submit in writing a 30-day notice of intent to sell or move their home. Should tenant decide to sell their home, dismantle it, or remove it from the present location, tenant must inform management of tenant's intention and provide Park Owner fourteen (14) days after 30 day notice has expired to match bona fide purchase offer from a third party or be provided the right to repurchase the home from the tenant. If Park Owner exercises this right, the purchase price to the tenant will be the same as the price the tenant paid in the purchase agreement, or the amount of the bona fide third-party offer, whichever is less.

- 15.4 Should Park Owner exercise its right to purchase the home, Tenant must transfer title and vacate home within a mutually-agreed upon time, but no longer than fourteen (14) days from the date Park Owner notifies tenant that it has exercised its right, unless the parties agree in writing to extend the time. At the time of the transfer of the title, tenant must vacate the home and Park Owner will pay tenant.

- 15.5 Should the tenant breach this right, Park Owner may enforce this right by entering a restraining order against the tenant and, because of the difficulty in establishing damages to the Park Owner, tenant agrees that it will owe liquidated damages to Park Owner in the amount of Five Thousand (\$5,000) Dollars, plus Park Owner's actual attorney fees and costs incurred in enforcing this right.

2. **TERMINATING RESIDENCY AND MOVE-OUT PROCEDURE**

- 16.1 Principle occupants contemplating moving must notify the management in writing thirty (30) days in advance.
- 16.2 **BEFORE** any trailer may be moved out of the park the lessee must check with management for the correct move out procedure to be followed. Only when **and if** all items are completely carried out may the trailer be moved out of the park. See page 6 for full Move Out Procedures.
- 16.3 Lots and residences must be left clean and neat upon departure from the park; negligence will result in billing the tenant for any costs incurred by the management.
- 16.4 Management reserves the right to terminate the tenancy if the tenant fails to reasonably follow the Rules and Regulations of the Park after written notification by management. All life safety violations shall be repaired with 24 hours, non- life safety violations shall be repaired within 14 days.
- 16.5 All tenancy must be in compliance with local codes.

17.0 **LIABILITY**

- 17.1 The Management is not responsible for fire, theft or damage in any way shape or form to any mobile home or other personal property belonging to the occupants living within. Neither will Management be responsible for any personal injuries to any person occupying or visiting such home or being on the premises.
- 17.2 If suit is brought by the Management for an unlawful detainer of the demised premises, for the recovery of any rent due or for any obligation of the tenant arising under this agreement, or by law, the Tenant hereby agrees to pay all costs in connection therewith, including but not limited to reasonable attorney's fees, whether or not the action or actions proceed to a judgment.
- 17.3 The Management shall not be liable for any loss, injury, death or damage to persons or property which at any time may be suffered or sustained by the tenant or by any person whomsoever may at any time be using, or occupying or visiting the demised premises, or be in, on, or about the same, whether such loss, injury, death or damages shall be caused by or in any way result from or arise out of an act, omission or negligence of the tenant or any occupant, sub-tenant, visitor or user of any portion of the premises or shall result from or be caused by any other thing or matter. The tenant shall indemnify the Management against all claims arising from any accident, injury or damage whatsoever, however caused to any person or to any property occurring during the tenancy term on or about the demised premises and against all expenses, council fees and liabilities incurred in connection with any such claim or action or proceeding brought thereon.

18.0 INFRACTIONS/VIOLATIONS

- 18.1 The fee for any infraction/violation that is not resolved within the given time frame, shall be \$10 per day, per infraction/violation, until the issue(s) are resolved.

19.0 Conclusion

We are striving to operate a well-organized, neat, quiet Mobile Home Park. This can be done with your cooperation and we must have that cooperation at all times. Failure to comply with the Rules and Regulations will result in eviction from this park.

The park is continually going through changes and improvements. The management welcomes your suggestions or recommendations. You will be received courteously and with due consideration. Thank you for your cooperation.

X _____
Landlord

Mobile Home Park

Trailer Move Out Procedure

Before your trailer can be moved the following must be completed:

1. All payments due to the Mobile Home Park including lot rent, any late fees, or any other outstanding charges must be current.
2. The trailer must be paid for in full.
3. A tax release form must be obtained from the town and a copy of such must be given to The Mobile Home Park Management.
4. The oil tank, skirting, decks, and any belongings including trash must be removed from the Mobile Home Park, not placed in or around the dumpster.
5. Mobile Home Park Management will oversee the disconnect of the water, sewer, and electrical.
6. **Mobile Home Park Management must be present when trailer is moved from lot.**
7. All blocking must be removed or piled neatly at rear of lot.
8. Any variations of these procedures must be in writing from management.
9. A Release Form will be provided which must be given to the mobile home hauler prior to removal.

[Prospect.Unit.Property.PrimaryOwner.Name]

c/o Maine Real Estate Management

PO Box 1193

Bangor, ME 04402

x

x

x

x



Tenant Access

RENTAL APPLICATION CRITERIA

NON-DISCRIMINATION

Maine Real Estate Management, LLC operates in accordance with the Federal Fair Housing Act, as well as all state and local fair housing and civil rights laws. We do not discriminate against any person based on race, color, religion, gender, national origin, age, sex, familial status, handicap, disability, veteran status, or any other basis protected by applicable state or local laws. The Rental Criteria below outlines some of the policies for our rentals with regard to standards that may be required by each applicant in order to be approved for residency.

APPLICATIONS

All applicants must be of legal age. All parties 18 years of age or older are required to complete an application and pay any and all applicable fees. Applications are to be completed in full; applications containing untrue, incorrect, or misleading information will be denied. The application fee is non-refundable unless otherwise provided by state or local law.

IDENTITY VERIFICATION

You will be asked to provide an identifying document that displays your name and address, the following may be used including but not limited to:

- Social Security Card
- Driver's License
- Passport

Ask An Agent!

RENTAL SCORE

All applications are submitted to AmRent, a third-party rental applicant screening company. All applications are evaluated based on a rental scoring system. Rental scoring is based on real data and statistical data such as payment history, quantity and type of accounts, outstanding debt, and age of accounts. Every applicant is treated objectively because each application is scored statistically in exactly the same manner.

GUARANTORS/CO-SIGNERS

If AmRent recommends a guarantor or co-signer, the original applicant's application will be re-submitted along with the guarantor or co-signer's application. Applications for guarantors and co-signers processed through AmRent are also scored, but are typically held to a more stringent, pre-established screening standard because guarantors and co-signers are technically responsible for the payments for this residence, as well as their own place of residence.

INCOME VERIFICATION

Written verification of income in an amount equal to 3 times the monthly rent per household will be required, along with any necessary supporting documents.

RESIDENCE VERIFICATION

Management reserves the right to verify the applicant's residence history. **Attaching a positive rental referral and proof of payment history will drastically increase your chances of being approved.**

CRIMINAL CHARGES/CONVICTIONS

Applicants convicted for certain felony and misdemeanor offenses may not be approved for residency, depending upon the pre-established criteria set by management.

EVICCTIONS

Applicants who have been a party to an eviction proceeding may not be approved for residency, depending upon the pre-established criteria set by Management.

DENIAL POLICY

If your application is denied due to unfavorable information received on your screening report you may:

Ask An Agent!

- Contact AmRent to discuss your application and identify any unfavorable information.
- Supply Management with proof of any incorrect or incomplete information.

☐ I AGREE TO THESE POLICIES, AND WISH TO APPLY FOR A RESIDENTIAL UNIT THROUGH MREM.

SUBMIT

Looking For a House, an Apartment or Office Space? Whatever Your Needs, We've Got You Covered.

[VIEW RESIDENTIAL RENTALS](#)

[VIEW COMMERCIAL RENTALS](#)



Physical Address:

21 Main Street, Suite 101

<https://www.maineremanagement.com/tenant-access/>

Ask An Agent!

Bangor, ME 04401

Main Office: 207-942-8003

Rentals: 207-990-2271

Email: rentals@maineremanagement.com



Maine Real Estate Management (MREM) offers full-service property management, facilities maintenance, and janitorial services throughout the state of Maine and other regions nationwide. Our customized property management services meet the specific needs of each client.

LEARN MORE

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[Commercial Rentals](#)

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[30 Day Notice Form](#)

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Ask An Agent!

MOBILE HOME PARKS RULES AND REGULATIONS 2020 & 2021

PLEASE READ CAREFULLY

The policies set forth in the following instructions are to try to give a standard to go by so that everyone knows what is expected of them and their neighbors. Our park will continually be in the process of improvements, modifications and change however, you are expected to do your part in keeping your lot neat and orderly.

1.0 REGISTRATION

- 1.1 Each tenant must register with the management upon arrival in the park and submit an application provided by the management, prior to being accepted as tenants. All occupants of the residence must be included in the application when the application is submitted to and accepted by the landlord. Any changes in the occupancy status may affect the monthly rent up to \$50 per month, per person. **NO TENANT WILL BE ALLOWED TO TAKE IN ANY PERSON WITHOUT PERMISSION OF MANAGEMENT.**
- 1.2 Guests and visitors staying over 2 days must be registered with the landlord, notifying the landlord by mail or phone. No person previously evicted by management may come in the park. It is the responsibility of the tenant to provide guest/visitor information to the landlord. If the information is not provided to the landlord, the landlord reserves the right to adjust the rent for the 30 day period, proceeding the time when the information first is available to the landlord. A background/criminal check will be done and we reserve the right to refuse any guest from coming in and staying in the park.

2.0 PAYMENT OF RENT

- 2.1 The amount of Rent is equal to the sum of lease payment, late fees if any, and any other fees described in this document and accessed to tenant. Rent payments are due on the first day of each month.
- 2.2 Rent must be kept paid in advance unless previous arrangements have been made with the management. The landlord will provide a letter for the tenant to sign in the case of rent payments other than a single monthly payment, payable on the first day of the month in advance.
- 2.3 To the current lot rent, \$35.00 per guest extra per month or part thereof will be charged for guests staying over 2 days. There will be no charge for children under 16 if they are in the company of their parents or guardian.
- 2.4 Tenants are responsible for mailing or delivering his, her, their rent to the management or authorized agent by the 1st of the month. If the rent is not paid by the 8th day of the month the tenant will be served with necessary papers to start eviction process. A late charge of 4% of total balance due will automatically be accessed 15 days from due date and become part of rent due.
- 2.5 Anyone passing a check of insufficient funds will be charged \$35.00 plus bank charges against the landlords account.
- 2.6 Any monies paid to management shall be allocated in the following manner:
 - a. To any outstanding fees and charges first (water/sewer or other utility charges, repair charges, animal fees, legal service/filing fees that tenant may incur, etc.)
 - b. Lot rent
 - c. then to trailer payments (Lease Purchase), if applicable

3.0 **INSURANCE**

3.1 The tenant agrees to purchase Home Owners or Renters, personal property fire, casualty and liability insurance as they apply to the Leased premises. The Policy must include coverage for guests of the lessee, invited and uninvited. The Tenant will provide a Certificate of Insurance provided by the insured company to the Lessor. If the specified insurances on the Mobile Home are not paid by the Lessee the lease can be terminated for non-compliance with the lease.

3.2 No Trampolines are allowed of any size.

4.0 **TRASH REMOVAL**

4.1 The tenant is responsible to get all the trash to proper disposal container weekly. Any recycled containers must be kept in secure containers and removed weekly. **No dumping of any other materials is allowed without coming to the office or calling the office to make arrangements for removal first.**

4.2 **Personal belongings must be stored neatly next to trailer or in storage shed. Tenants need to make arrangements to haul mattresses, furniture, building materials, appliances, brush, etc., to the transfer station. Nothing is to be stored behind trailers.**

4.3 The park manager at the rate of \$30.00 per hour plus disposal expenses will dispose of all articles of trash not disposed of properly. The landlord will serve the tenant a notice of violation for negligence prior to any action of disposal. Payment will become part of the rent due.

5.0 **LOT AND YARD CARE**

5.1 Lawns must be kept mowed (under 4 inches). Any lawn needing to be mowed, at the discretion of the management will be mowed at a cost of up to \$40.00 to the tenant per mowing. However, regular scheduled mowing will be charged up to the cost of \$20.00. Tenants may request this service in advance. Payment will become part of rent due and paid with rent payment.

6.0 **SHEDS-STORAGE BUILDINGS**

6.1 The construction and location of storage buildings will be allowed only by written permission of the management. If approved, a building permit may be required by the town of Hampden/Milford/Greenbush and must not exceed 8' wide by 8' long and 8' high. They must be painted or have vinyl siding, the same color as the mobile home. The town of Hampden or other parks, stipulations vary and you will have to contact the office for those specifications.

7.0 **SNOW REMOVAL**

7.1 Tenant is responsible for snow removal from their own driveway walks and decks.

7.2 The tenant is responsible for maintaining access to their electrical meter, heating supply storage fill area, walkways and decks.

7.3 Tenants are responsible for sanding their individual driveway and walkways.

8.0 **MAINTENANCE AND UPKEEP OF OWNER-OCCUPIED**

8.1 All mobile homes entering the park are to be enclosed with skirting approved by the management within twenty-one (21) days. All skirting must be properly secured and kept in good repair by the owner of the home. There must be access to water and sewer hookups.

8.2 All steps, decks, landings, railings and handrails are to be built and maintained to the specification of the federal, state and local code requirements. All homes must be in compliance with all local codes.

9.0 UTILITIES

- 9.1 The management reserves the right to inspect for leaks with notice to tenant and to charge back to the tenant the costs incurred by excessive waste. No outside watering is permitted unless mobile home is equipped with a water meter and payments are current.
- 9.2 Water meters will be installed on each mobile home and will remain the property of the management. Tenant will be billed monthly for actual usage at rate charged by the Water District and the Sewer Dept. This charge will become part of the rent balance due and payable with rent payment. Advanced payments may be escrowed in tenant's behalf. (See section 2.6.) All tenants are responsible to maintain working heat tape. If water meter freezes the charge will be \$225.00 plus labor charges to replace and or repair.
- 9.3 RESIDENT's first bill will contain a New Account Fee in the amount of \$10. This fee represents administrative costs in setting up your account and performing off-cycle billing for your initial month.
- RESIDENT bills will contain a Bill Processing Fee in the amount of \$5.60. This fee represents monthly administrative costs in conjunction with the preparation, printing, mailing, and reconciling utility charges.
- 9.4 RESIDENTS may receive bills with estimated charges when a unit's submeter cannot be read or if the providing utility does not provide the Property bills in a timely manner in order to effectuate monthly billing. When Property receives said utility bills or can obtain sub metered reads, it will adjust the RESIDENT's next monthly bill.
- 9.5 The tenant is responsible for all other utilities required of/or requested by the tenant.
- 9.6 No tenant shall tamper with any meter boxes or other electrical equipment.
- 9.7 OWNER reserves the right to modify the billing methodologies used and the amount of any billing fees upon the provision of thirty (30) days' notice.
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- 9.9 No tenant shall tamper with any meter boxes or other electrical equipment.

10.0 FUEL SUPPLY & EQUIPMENT

- 10.1 All oil supply tanks must be installed in accordance with state and local code requirements. All external equipment is to be located to the rear of the mobile home where possible, painted and maintained in good repair. All existing equipment will be exempted from these requirements until such time of their replacement, they are determined to be unsafe or state or local code requires replacement. Fuel must be maintained at a level sufficient to prevent problems with filters and furnace parts. If management must repair items because tenant they will be billed accordingly. If it is an oil drum that is not enclosed, must run kerosene. If it runs out or proper oil was not used and the maintenance crew is called on, charges based on time of day/night will be added to your account as rent due.

11.0 MOTORIZED VEHICLES

- 11.1 The speed limit in the park - **10 MPH** - must be observed at all times. Speeding's may be cause for eviction after (3) written warnings. **Please observe one way signs.**
- 11.2 Off street parking space is sufficient to accommodate your automobiles.
- 11.3 No parking of automobiles in the street at any time. Vehicles must be kept in driveway only. Vehicles parked on the street will be towed at homeowners risk and expense.

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18.0 Conclusion

We are striving to operate a well-organized, neat, quiet Mobile Home Park. This can be done with your cooperation and we must have that cooperation at all times. Failure to comply with the Rules and Regulations will result in eviction from this park.

The park is continually going through changes and improvements. The management welcomes your suggestions or recommendations. You will be received courteously and with due consideration. Thank you for your cooperation.

Signed: _____ Date: _____
Manager

_____ Date: _____
Tenant

_____ Date: _____
Tenant

Mobile Home Park **Trailer Move Out Procedure**

Before your trailer can be moved the following must be completed:

1. All payments due to the Mobile Home Park including lot rent, any late fees, or any other outstanding charges must be current.
2. The trailer must be paid for in full.
3. A tax release form must be obtained from the town and a copy of such must be given to The Mobile Home Park Management.
4. The oil tank, skirting, decks, and any belongings including trash must be removed from the Mobile Home Park, not placed in or around the dumpster.
5. Mobile Home Park Management will disconnect the water, sewer, and electrical.
6. **Mobile Home Park Management must be present when trailer is moved from lot.**
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c/o Maine Real Estate Management
PO Box 1193
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