

**APPLICATION FOR TENANCY**

Park Name: Trinidad Extended Stay

Space Number : \_\_\_\_\_

**NOTE:** Only husband, wife and minor children may fill out the same application. All other adults must complete their own application. Verification of identity and income must be submitted for all adults. **No Applications will be processed without ALL information required.**

**SECTION 1: APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_  
  First  Middle  Last

Social Security Number: \_\_\_\_\_ Drivers License Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Co Applicant Name: \_\_\_\_\_  
  First  Middle  Last

Social Security Number: \_\_\_\_\_ Drivers License Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**SECTION 2: RESIDENCE INFORMATION (Must show a five (5) years minimum history. *If less than 5 years at current address provide previous additional information on back of this page.*)**

Applicant Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Own or Rent: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Co- Applicant Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Length of Time: \_\_\_\_\_

Own or Rent: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_



**SECTION 3: EMPLOYMENT INFORMATION (Must show a five (5) years minimum history. If less than 5 years with current employer provide previous employer information on back of this page.)**

Applicants Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Position Held: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_

Additional Income (Source and Amount): \_\_\_\_\_

Co-Applicants Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Position Held: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_

Additional Income (Source and Amount): \_\_\_\_\_

**SECTION 4: OCCUPANTS UNDER 18 YEARS OF AGE**

Please list all minors who will be occupying the space:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**SECTION 5: EMERGENCY CONTACTS**

Please list 2 persons, not living with you, to notify in case of an emergency.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

**SECTION 6: VEHICLES**

Please list the vehicles to be parked at the home site. Number of Automobiles: \_\_\_\_\_ (only 2 per home site are allotted).

Year: \_\_\_\_\_ Make & Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Number: \_\_\_\_\_

Year: \_\_\_\_\_ Make & Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Number: \_\_\_\_\_

### SECTION 7: PETS

All pets must be approved by Park Management prior to move-in. We allow for 2 pets only, please refer to Park Rules and Regulations for maximum height and weight requirements. **Aggressive Breeds are expressly prohibited.**

Type of Pet: \_\_\_\_\_ Breed: \_\_\_\_\_ Name: \_\_\_\_\_ Size: \_\_\_\_\_ Color: \_\_\_\_\_

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### SECTION 8: FINANCIAL

Have you ever been asked to terminate your residency elsewhere, been Evicted or Foreclosed? \_\_\_\_\_

If yes please explain: \_\_\_\_\_

Have you ever filed for Bankruptcy? \_\_\_\_\_ If yes please list date: \_\_\_\_\_

Was the Bankruptcy Discharged? \_\_\_\_\_ If yes please list date: \_\_\_\_\_

### SECTION 9: MOBILE HOME, RV, OR TRAILER THAT WILL OCCUPY THE SPACE

Year: \_\_\_\_\_ Make/Model: \_\_\_\_\_ License/Decal Number: \_\_\_\_\_

Width: \_\_\_\_\_ Length: \_\_\_\_\_ State Registered: \_\_\_\_\_ Amps Needed: \_\_\_\_\_

**Financed by/Legal Owner:** Name: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Registered Owner:** Name: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*\*Please include photo for all RVs, Trailers, or Mobile Homes brought into the Park.*

### Authorization for Release of Information

The undersigned requests the management to run a credit and eviction check, and to check references and representations. The undersigned acknowledges that in the event both management and the undersigned execute a rental agreement, it is subject to approval by the management of the undersigned's mobile home or recreational vehicle 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. The management has permission to verify any and all information offered on this application.

The undersigned understands that in the event any of the above information cannot be verified by the management of the Park, that 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 Resident(s).

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please also attach supplemental information to this application:

- 1) Copy of ID's
- 2) Three months proof of income or bank statements
- 3) Photo of RV or pets if applicable.



# APPLICATION FOR TENANCY PROCESS CHECKLIST

EQUAL HOUSING OPPORTUNITY



WE DO BUSINESS IN ACCORDANCE WITH THE FEDERAL FAIR HOUSING LAW. IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS OR NATIONAL ORIGIN.

## **Please provide the following:**

- Completed and signed Application for Tenancy (completed only by Homeowner(s)/Tenant(s) that will appear on title) for each adult applicant (18 Years or Older)
- Copy of Social Security Card or ITN for each adult applicant (18 Years or Older)
- Copy of Valid Government Issued Photo ID for each adult applicant (18 Years or Older)
- Proof of income – Three (3) most recent months' paycheck stubs or Social Security or Disability Statements for each adult applicant (18 Years or Older)
- Photograph of any/all pets and copy of license, if applicable
- Photographs of recreational vehicle, if applicable

## **Please note the following guidelines for approval:**

- Minimum credit score of 600
- Minimum gross income of 3 times the monthly rent/utilities/covenants
- No Co-Signers, all adult tenants must qualify on their own; No Sub-Leasing
- Security Deposit is equal to (1) full month's rent; Utility Deposits required for parks with utility charges. Any conditional approvals will require (2) months space rent.
- Debt to income ratio should be at 42% or less.
- Adult co-applicants with a credit score of less than 600 may be subject to conditional approval.
- Any misrepresentation on the application, discovered before or after approval, will be cause for voiding, withdrawal or dismissal of the lease.
- Up to 2 pets are allowed (subject to management approval). Breed & weight restrictions apply.
- Any Recreational Vehicle older than 10 years, or that has unsightly damage or is in poor condition, may at the discretion of management, have additional requirements of maintenance/repair/paint/weather resistance, etc. before being allowed in the park.

## **Please note the following:**

If your Application Package is complete (all of the above referenced documentation is provided), Park Management will process your application package and may schedule a meeting with you. If you need to cancel your appointment, please call at least 24 hours prior to your appointment. If you are late, Management may re-schedule your appointment. It is your responsibility to bring a translator to the appointment, if necessary. I acknowledge that failure to provide the above documentation may result in delay of the application process or denial of my application for tenancy. Applicant(s) acknowledges that providing any false or misleading information or omitting any information is fraud and justifies rescission of the Application, damages and other remedies.

Acknowledge Receipt of Application for Tenancy Process Checklist by Prospective Homeowner/Tenant:

Space Number \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prospective Tenant Name (Printed)

\_\_\_\_\_  
Prospective Tenant Signature