



SPRING MANOR MOBILE HOME PARK

A Quality Community  
820 Isbell Road Fort Worth, TX 76114  
Monday – Friday 9am-5pm  
972-376-0875

## RULES AND REGULATIONS

Space No.:  
Resident(s):  
Address:

### I. Purpose

The primary purpose of these Rules and Regulations is to provide SPRING MANOR MHP and each Resident with a set of minimum standards of common responsibilities, conduct, and respect for each other and for other members of the Community.

As set out in the accompanying Lease Agreement, these Rules and Regulations are an integral part of the various relationships we all enjoy as a result of living in this modern manufactured home community. The Owners and Management of the Community sincerely hope that you will enjoy a pleasant residency at our Community. Your suggestions will always be appreciatively accepted and thoughtfully considered.

### II. Rules Part of Lease

These Rules and Regulations form a part of the Lease Agreement and are binding upon the Community, the Residents, and the Residents' guest(s) and/or invitee(s).

### III. Definitions

As used in these Rules and Regulations, the following terms shall have the meanings indicated.

- A. "Community" or "Management" shall mean the Owners of SPRING MANOR MHP and any person(s) working for the Owner or acting on the Owner's behalf.
- B. "Resident" shall mean any adult(s) who signed the Lease Agreement and any person(s) living with said adult(s), including but not limited to all minor children which also reside on the premises, if allowed.
- C. "Guest" shall mean any person(s) who is not registered with the Community as approved Residents.
- D. "Premises" shall mean the manufactured home lot or space.
- E. "Agreement" shall mean the Manufactured Space Lease Agreement or Manufactured Home and Space Lease Agreement.

### IV. Application for Residency

Application for residency must be completed and approved, application fee paid, security deposit received, and a lease agreement executed prior to arrival of any manufactured home by prospective Resident. Applicants for community residency are required to provide suitable references from previous Community operators or landlords if they have had such. Residential applicants shall demonstrate a financial capability to pay Community fees and charges and financing cost, if any, of their manufactured home.

Approval or disapproval of applicants is by Management Committee decision. The Committee reserves the right to refuse rental to any applicant. ALL DECISIONS ARE FINAL. Once an applicant is approved, Resident shall comply with all applicable laws, ordinances, rules and regulations of the State of Texas, Wise County, The City of Fort Worth, and the Community.

**V. Rent**

**All rent it due and payable on the first (1st) day of each month and will be considered late on the seventh (7th) day of the month.** Rent payments will be applied in the following order: (1) violation fees, including unpaid home taxes and insurance (if not subject to a retail installment and sales contract), (2) lot rent, and (3) any other amounts due under the lease agreement (4) water (5) late fees. Business Hours are Monday thru Friday, 9 AM until 5 PM Payment maybe placed in the Deposit/Drop Box located in front of the home located at 4352 Erickson Drive. The money order or check must be postmarked on or before the sixth (6th) day of the month to ensure late fees are not assessed to your account. There is also a \$35.00 charge for returned checks. Listed below is the late charge policy:

**Day 7.....\$35.00**  
**Day 8 until Paid.....\$10.00 per Day**

**In the event lot rent is not paid in full on the 7th day of the month that it is due, a ten (10) day notice of eviction will be issued.** If not paid in full at the end of the tenth (10th) day, charges will be filed with the Justice of the Peace. You will also be charged court costs.

**VI. Manufactured Homes**

The Community shall have the right to approve or reject any manufactured home if same does not meet the requirements of Community as to its appearance, design, and compatibility with the Community. Residents are responsible for any improvements made to their manufactured home and are required to carry “Homeowners” type insurance. Residents are required by law to pay all personal property taxes on their manufactured home before they become delinquent (unless such home is subject to a retail installment and sales contract with the Community). The Community is not responsible for damage, injury, or loss by accident, theft, fire, wind, flood, act of God or any other causes whatsoever to either the property or person(s) of any resident or guest.

The movement of Resident’s manufactured home into, within and out of the Community shall be done only upon the supervision of Community. Resident shall, therefore, give Community notice before moving a manufactured home into, within or out of the Community. Home movement into, within, or out of the Community is based on weather and/or soil conditions. No movement is allowed on wet grounds. Final determination is made by Management.

All items required for movement on the home such as hitches, running lights, reflectors and the like shall be removed from the home upon entry onto the home Site. All permits required for the installation or removal of a manufactured home are the responsibility of the unit’s owner. The Community may give the Resident instructions concerning installation or removal in order to protect the Community’s facilities and safeguard the homes of other

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

Residents, and the Resident must comply with these instructions. The Resident will be responsible for any damage caused to other manufactured homes or property of the Community caused by the mover.

No manufactured home may be rented, sublet or leased under any circumstances by Resident. Only homes occupied by persons who have registered and have been approved by Management are permitted.

As required by law, "Tie Downs" (anchors) meeting the State of Texas specifications shall be installed upon entry into the Community or in any instance of changing ownership where the manufactured home will remain in the Community. No materials or items of any nature whatsoever shall be used to secure the roof of a manufactured home from the elements of nature without the written approval of the Community. No additions to the living quarters of the home will be permitted. Window unit air conditioners must be approved by Community prior to installation.

No manufactured home in this Community shall be less than twelve (12) feet wide and not less than forty (40) feet long.

## VII. Sale of Manufactured Home

RESIDENT ACKNOWLEDGES THAT THE SALE OF THE MANUFACTURED HOME DOES NOT INCLUDE A TRANSFER OF THE PREMISES TO THE BUYER. Any sale by Resident of a manufactured home in the Community, under the circumstances where the buyer desires that the manufactured home remain in the Community, shall be subject to the approval by the Community of the buyer as a Resident according to the pre-qualification procedures and other conditions and requirements set forth in the Agreement and the Rules and Regulations of the Community. As a condition to approval, the Community may require reasonable upgrading to meet quality standards contained in the Rules and Regulations. When and if a new space lease agreement is assigned to the purchaser of Resident's manufactured home, then Resident is only responsible for rental up to the date of the new Resident begins paying rent.

"FOR SALE" SIGNS: In the event Resident elects to sell his/her manufactured home, one "FOR SALE" sign not to exceed a total area of 100 square inches shall be permitted to be installed on the inside of a window, or upon the exterior of the manufactured home by written approval of Management. Yard signs shall be permitted.

## VIII. Premises

It is the responsibility of the Resident to maintain the lot in a clean, attractive, and well kept fashion at all times. Residents shall comply with the following:

- A. The Resident will mow, weed eat, and clean their yard on a regular weekly schedule or as needed thru the winter months, weather permitting. Every Monday a sign will be posted on the front of the property, stating "Monday Mow Yard", inspections of yards will be on every Tuesday and violation notices will be posted on Tuesday, if the yard is not clean or mowed by Thursday morning the community will mow or clean your yard at a charge of \$50 violation fee. Again this fee is paid ahead of rent every month. The cleanliness of the yard is at the discretion of the management. Attached is a general plot showing the location of your yard.
- B. The complete landscaping (i.e., flower beds, rock gardens, etc.) of the manufactured home is a duty which is expressly assumed by the Resident. All landscaping must be approved in writing by Management to installation. Each Resident shall trim, water, care for, and control the growth of all plants and shrubs, specifically including but not limited to pulling weeds in flower beds, etc.
- C. The community shall be responsible for all large tree trimming; again, the resident shall be responsible for the trimming of all hedges and shrubs.

INITIALS \_\_\_\_\_ / \_\_\_\_\_

- D. Oil dripping and damage to driveway or roadway pavement must be repaired and cleaned by Resident immediately. If wood chips, bark, rocks, or pebbles are used as part of landscaping, Resident shall not permit such ground cover to spread or otherwise disburse into the street, sidewalk, or driveway and must remove and clean up such ground cover from the street, sidewalk, or driveway immediately.
- E. If Resident plans to do any digging in yard, Management must be contacted first so that placement of utilities or lines or pipes can be pointed out. If any such utility line or pipe is damaged by Resident, his/her agent, or contractor, Resident must repair such damage immediately at his/her own expense. If the Community is required to repair such damage because of the Resident's failure to repair the same, Resident shall be responsible for such repair bills and must pay the full sum on the first day of the month following the billing.
- F. NO fuel, oil, or other materials of explosive nature will be stored in any manufactured home or on any manufactured home space which will violate local fire codes or create fire hazard. Only a minimal amount of gasoline (five [5] gallons or less) will be allowed to be stored on the premises for lawn mower.
- G. The use of any furniture on the patio, porch, or yard is prohibited unless it is outdoor patio furniture approved by Management. NO overstuffed furniture, ironing boards, brooms, mops, freezers, refrigerators, washing machines, etc. are allowed outside the manufactured home.

### **IX. Accessories and Standards for Construction**

All manufactured homes shall have the following required accessories:

- A. Skirting. Skirting must be installed completely around the home and around decks or porches and all hitches must be skirted with the same skirting no less than sixty (60) days after transporting. Community approved skirting (underpinning) must be professionally installed within sixty (60) days of occupancy. Skirting must be of a commercial nature and conform to the existing terrain of the lot Site. The skirting wall must enclose all sides of the home and match or be color compatible with the siding. Manufactured homes with removable hitches must remove such hitches prior to skirting or if hitch is not removable, it must be enclosed and skirted. Any skirting that becomes loose, damaged, or unsightly as determined by the Community, must be repaired immediately by Resident.
- B. Decks/Stairs/Ramps. Front and rear entrances must have a landing of at least three (3) feet by three (3) feet. The landing and stairs/ramp must be skirted or enclosed around the bottom and must have railings if over 30 inches high. The Decks/Stairs/Ramps shall be constructed of green lumber or stained or painted and all posts shall be set in concrete or on concrete blocks.
- C. Swings/Awnings/Patios. Swing/Awnings/Patios shall be allowed with the consent of the Community and local building codes or permits, drawings required.
- D. Carport Covers – Carport Covers shall not be installed, this is the responsibility of the community and shall be installed and maintained by the community for a fee, which is outlined in your lease.
- E. Fences. Fences are not allowed, unless approved by management.
- F. Storage Sheds/Buildings. A storage shed shall not be installed, this is the responsibility of the community and shall be installed and maintained by the community for a fee, which is outlined in your lease.
- G. Approval. Resident must submit a drawing or picture of the intended structure of any accessory (whether required or optional) to Management for consideration. Upon approval, Resident shall install the approved accessory within thirty (30) days unless otherwise indicated.
- H. Appearance. Steps and decks must be painted or stained upon completion. Blocks, bricks, loose boards, or like materials are prohibited as steps or decks. Colors of awnings, patio, and carport covers must match the manufactured home, its skirting or be compatible to create an attractive appearance. The aforementioned must be disassembled and removed from the Community upon termination of the Lease. Fixtures such as swings, awnings, fences, storage buildings, and other portable improvements do remain the property of the Resident. All awnings, patio covers, must be painted, anodized aluminum or steel and must be of an approved manufactures type.

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

- I. Compliance with Building Codes. It is recommended that accessories (required or optional) be installed by licensed contractors. Improvements or accessories constructed or installed by a Resident must comply with existing building codes.

### **X. Occupancy of Premises**

All persons occupying a Premises shall be related by blood, marriage, or adoption. There may be only one family per Premises. No more than six (6) total persons may occupy a Premises within the Community at one time. No more than three (3) adults may occupy a Premises within the Community at one time. No more than (4) children may occupy a Premises within the Community at one time. Anyone eighteen (18) years of age or older shall be classified as an adult. In order to be approved, each new Resident must sign the Community Rules and Regulations, Application, and Lease Agreement prior to taking up permanent residency within the Community. **This Section will be strictly enforced.**

### **XI. Utilities**

Each Resident is responsible for the installation or hook-up of utilities to their manufactured home. All utility costs including electricity, natural gas, water, and sewer are the responsibility of each Resident. All utilities must be professionally installed by contractors licensed with the City of Fort Worth. Management is not responsible for the failure, default, improper set, or omissions by any utility supplying such services. Disconnection of all utilities must be done under supervision of Community Management.

- A. Electric. The Community provides complete electrical service to the pole or pedestal located at the rear of each Premises. This includes the breaker (100 or 200 amp), breaker box, and pole. These items are property of the Community and shall remain in place upon termination of Lease Agreement. Tampering or removal of Community breaker or electric service connections or wire is strictly prohibited. Electrical service from the pole or pedestal, to the manufactured home is the responsibility of the Resident, if the home is owned by you. If you have purchased a home from the community, all installations are the responsibility of the community, after the purchase of the home has been paid off and the home leaves the community, the wire and material that feed the home from the service become the property of the community. All installations shall meet current codes, National and city. Electric service is provided by TXU Electric or other.
- B. Natural Gas. Natural Gas is available to the Resident by a third party at the residents expense, the current gas provider is Atmos Energy. The community shall be responsible for gas lines after the meter feeding the home until the point of entry into the house, after that point the resident shall be responsible for the repair and maintenance of the lines. The provider shall be responsible for all gas lines before the meter.
- C. Water. The water line must be inspected for leaks, then insulated to prevent freezing. It must be buried at least twelve (12) inches deep between the meter and the manufactured home. Any leaks occurring from the outside of the meter box to, and including any part of the mobile home, will be the responsibility of Lessee. If any leaks do occur, the water will be turned off until such leaks are repaired. Tampering with the meters, meter boxes, or water service will void the Agreement and is grounds for eviction from the Premises. – **no warnings will be issued.**
- D. Sewer. The sewer line must be made of rigid plastic, at least three (3) inches in diameter. The sewer line must have a steady grade from the manufactured home to the sewer service with no high or low spots to prevent proper draining. The Resident is responsible for the maintenance of sewer line from the point of beginning in the home until it reaches the point of attachment in the ground, from that point of attachment the sewer line becomes the responsibility of the community. If the location of the stoppage is unknown and the community cleans the line and finds out it is located on the resident side, resident shall be responsible for the contractors fee to clean the line.
- E. Cable TV. Cable TV is allowed in the community. The community reserves the right to specify a certain cable company.

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

- F. Trash Collection/Disposal. The dumping of any refuse on empty spaces or in any area around the recreation or service areas or across any fence or into any ditches is strictly prohibited. Trash must be placed in provided containers by either the City of Newark or IESI. If you desire to store trash on the Premises until plastic bags are full, it must be kept in a trash can that has a lid, and the trash can must be kept behind the manufactured home so it is not visible from the street.
- G. General.
1. All wiring and plumbing inside or outside the home must comply with appropriate Federal, State and Local requirements. Permission to alter existing Community wiring or plumbing must be obtained in writing from Management. Such alteration will be at the expense of the Resident.
  2. Resident is responsible for all costs incident to connection of the manufactured home to existing Community facilities and utilities.
  3. Tampering with utility service connections (plumbing, wiring, etc.) and other Community utility connections is strictly forbidden. The Community should be informed immediately of the malfunction of any equipment which will be referred to the appropriate utility company or will be repaired by the Community.
  4. Under no circumstances will the Community be responsible for any obligations contracted by Resident for repair or maintenance to Community property regardless of the nature of the problem. If Resident contemplates any action outlined above, he/she should notify Management.
  5. The utility pedestals (meter and utility hook-ups) must be accessible at all times.

## **XII. Postal Boxes**

Resident may install standard mailbox in front of home and must report to the Lake Worth Post Office to furnish any information required and for box assignment, if attaining PO Box and key issuance. Lake Worth Post Office requires Resident to present the signed Agreement before the assignment of box and issuance of key.

## **XIII. Automobiles**

- A. Residents shall observe the 15 mph speed limit posted within the Community.
- B. Two (2) vehicles are permitted at each Premises within the Community to be parked in the specific area as designated by the Community. No more than two (2) cars are allowed by Management per Premises.
- C. NO parking is allowed on the lawn or in the street at any time. Citations or possible towing may issued to the owner of any vehicle parked in the Fire Lane.
- D. Illegally parked vehicles will be removed, at the discretion of the Community Manager, with the risk and expense being the responsibility of the vehicle's owner.
- E. Residents must register each vehicle to be kept within the Community boundaries in the Community office. Vehicles without valid current license plates and state inspection stickers must be removed by the Resident within 48 hours of their becoming mechanically inoperable, or of the expiration of the license plate or inspection sticker. Any vehicle in violation will be towed away at owner's expense.
- F. Only state licensed drivers may operate vehicles within the Community.
- G. No excessively noisy vehicle will be tolerated within the Community.
- H. There shall be no overnight sleeping within the Community except within the manufactured home of the Resident. By way of illustration, no overnight sleeping shall be allowed in any motor vehicle.
- I. Passenger cars and/or trucks are the only vehicles allowed in the Community. No trucks specifically larger than a one (1) ton pickup shall be stored, parked, or kept within the Community or on any Premises. These restrictions shall similarly apply to inoperable or unlicensed vehicles. In the event it becomes necessary for the Community to remove any of the prohibited vehicles, all charges for such removal shall be paid immediately by Resident.

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

- J. Any vehicle which drips oil, gasoline, or other fluids shall be repaired immediately by the Resident who is responsible for such vehicle being in the Community and any damage by such dripping oil, gasoline, or fluid shall be cleaned and repaired by the Resident.
- K. The immobilization of any vehicle for major repairing or overhauling is prohibited everywhere within the Community.
- L. No camper shells, boats, or trailers may be stored within the Community unless Management has given written authorization (see Management for details).
- M. Go-carts, dune buggies, 4-wheelers, dirt bikes, or similar recreational vehicles are prohibited within the Community at all times. This Section will not include motorcycles that have valid current license plates and state inspection stickers. Such motorcycles must be registered with the Community Office pursuant to Section XIII.E., above.

**XIV. Parking**

- A. Parking is permitted in designated parking areas only.
- B. No parking is permitted in yards, grass, streets, Fire Lane at any time.
- C. No more than two (2) cars per Premises will be permitted.
- D. Motor vehicles not in operating condition or without a current license plate and/or inspection sticker will not be allowed to be kept in the Community unless Management has given written authorization (see Management for details).

**XV. Guest Visits**

The Resident does not have to inform the Community of overnight visitors or other short-term guests who stay less than seven (7) days. Any guest(s) occupying the Premises for more than seven (7) days must register with the Community. If guests wish to stay more than thirty (30) days, Community approval for their residency must be obtained. Guests are the responsibility of the Resident and must comply with Community Rules and Regulations. \_

**XVI. Children**

Children must be under the supervision of their parents at all times. Residents are also responsible for any children visiting their child(ren). Children must observe the rules of the Community for their own personal safety. Children shall not be permitted to disturb Residents, play in other yards without permission, or damage any property. Any damage done by your child(ren) or those visiting them to community property or property of others is to be paid by Resident. Children are not permitted to loiter or to play around the office, in the streets, or around Community construction that may be going on from time to time. Climbing fences will not be tolerated. All children must be on the Resident’s lot by 9:00 p.m. Children shall be in the house at or before 10:00 p.m. (This is a city ordinance.) The foregoing rules are primarily for the protection and safety of your child(ren) and **MUST** be observed.

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

## XVII. Pets

Residents are responsible for their pets at all times. If any violation of the pets rules is observed or a valid complaint is made by another Resident, the pet owner will receive an official written warning to either correct the problem, dispose of the pet, or vacate the space. If a second violation is noted or a second valid complaint is received, the pet owner may receive an eviction notice. \_\_\_\_\_/\_\_\_\_\_. The following will be strictly enforced:

- A. All pets must be on a leash at all times when the pet is outside of the home unless inside a fenced yard. Any loose or unattended pets will be removed from the Community by the City of Fort Worth Animal Control. \_\_\_\_\_/\_\_\_\_\_
- B. No pet is allowed to be tied or chained up at any time. \_\_\_\_\_/\_\_\_\_\_
- C. Pets must be kept inside the home from dusk until dawn and when the Resident is not at home. \_\_\_\_\_/\_\_\_\_\_
- D. Two (2) pets per Premises maximum. \_\_\_\_\_/\_\_\_\_\_
- E. **Pets will be limited in size to a total weight of thirty (30) pounds and height not to exceed twenty-four inches when standing, measured from the ground to the top of the pet's back.** \_\_\_\_\_/\_\_\_\_\_
- F. Dangerous breeds are strictly prohibited, which specifically include but are not limited to the following: Pit Bulls, Chows, Dobermans, Rottweilers, Pinschers, and Wolf-hybrids. All dogs with a bite incident, regardless of the situation, are strictly prohibited. \_\_\_\_\_/\_\_\_\_\_
- G. Pets are required to be inoculated and wear license tags including Resident's name and phone number. \_\_\_\_\_/\_\_\_\_\_
- H. Pet owners are required to clean up and remove all pet refuse and defecation from all leased property and common areas. \_\_\_\_\_/\_\_\_\_\_
- I. No pet-sitting or care of non-resident animals is permitted. \_\_\_\_\_/\_\_\_\_\_
- J. Noisy or unruly pets will be removed from the Community within time frame given by the community in writing. Failure to remove such pet(s) by Resident may result in Lease termination and default of Home Purchase Agreement. No pet(s) removed from the Community will be allowed to re-enter the Community. \_\_\_\_\_/\_\_\_\_\_
- K. **Guests are not permitted to bring pets into the Community.** \_\_\_\_\_/\_\_\_\_\_
- L. Any new pets must be registered at the office. This entire Section as well as all City of Fort Worth Pet Ordinances will be strictly enforced. \_\_\_\_\_/\_\_\_\_\_

## XVIII. General Rules

- A. Any conduct by a Resident while within the Community which results in criminal charges shall constitute a violation of these Rules and Regulations.
- B. Use of any unlawful drugs and narcotics in the Community is prohibited and will be reported directly to the appropriate law enforcement agency.
- C. Soliciting, peddling, or selling within the Community is strictly prohibited and it should be reported immediately to Management.
- D. Loud and disturbing noises shall not exist at any time. Radios, stereos, musical instruments, television, and conversation shall be kept at a level low enough not to disturb any other Resident. Loud parties and/or excessive drinking will not be permitted at any time.
- E. No open fires shall be allowed in the Community (charcoal grills will not constitute an open fire). **FIREWORKS ARE PROHIBITED.**
- F. Any damage caused by any person, guest, agent, representative, or property (tool shed, etc.) of a Resident to the person or property of another will be the sole responsibility of the person owning the property causing the damage.

**INITIALS** \_\_\_\_\_/\_\_\_\_\_

- G. NO commercial enterprises are allowed to be conducted in the Community without prior written consent. No peddling or solicitation is permitted at any time.
- H. Yard sales are permitted, but Resident must receive written approval prior to the sale.
- I. NO ATV'S OF OR RECREATIONAL VEHICLES OF ANY TYPE PERMITTED

**XIX. Complaints**

Complaints must be presented in writing to Management by submitting them to the drop/deposit box. All complaints must be dated and signed. Forms are available at the office.

**XX. Warnings and Fees for Violations**

Unless a different notice is required by the Lease or applicable law, or a different remedy is required by the Lease or applicable law, warnings will be issued if an/or when a violation of these Rules is observed or a valid complaint is made by another Resident, at which time the first warning will be issued to the violator giving one (1) day to correct such violation. In the event the violation is not corrected on or before the third (3rd) day, a second warning will be issued giving an additional three (3) days to correct said violation. If at the expiration of three (3) days the violation is still not corrected the following fees will be assessed pursuant to the situation, time frame may change due to the urgency of the situation or if a different time frame is given in these rules and regulations. Fees and time frame to correct issue will be written on the violation, but in general the above will be adhered to and below fee schedule will be followed:

- A. Any violation that requires Community Maintenance Crew or Community Personnel involvement to correct will be assessed an initial fee of \$50.00 plus \$50.00 per hour for time spent to correct violation.
- B. Any violation that has not been addressed and/or resolved within the time frame given on the notice will result in an automatic fee of \$50 to the resident whether it requires involvement of Community Personnel or not.

**XXI. Termination of the Agreement by the Community – Eviction**

The Community can terminate the Lease Agreement and evict the Resident for any of the following reasons, in addition to those specifically stated in the Agreement:

- A. Resident's making or causing to be made statements which Resident knows are false or misleading on an application for residency.
- B. Nonpayment of rent or other charges as provided under the Lease Agreement or Rules and Regulations.
- C. Failure of Resident to obey local ordinances and state laws and regulations relating to manufactured homes.
- D. Violation of a local ordinance or state law and/or regulation relative to a property owner in or adjacent to the Community.
- E. Failure to comply with the terms of the Lease Agreement and/or the Community's Rules and Regulations.
- F. Resident allows any situation or condition to exist which in the Management's opinion is detrimental to the general welfare of the Community.

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

**XXII. Notices**

The Resident can give any notice or payment required by the Agreement, by the Community’s Rules and Regulations, or by any law by personally taking the notice to the Community Dropbox.

The Community can give any notice required by the Agreement or by the Community’s Rules and Regulations by personally taking the notice to the Resident’s home and posting it on the screen door or main door or by mailing the notice to Resident’s address.

**XXIII. Exception to a Provision**

If the Community and Resident agree to make an exception to a provision of the Rules and Regulations, that exception will be stated in writing and initialed by both parties.

**XXIV. Modification and Acceptance of Rules and Regulations**

Management reserves the right to add to or alter these Rules and Regulations as circumstances require, and as are necessary for the safety, care, and cleanliness of the Community. Residents will comply with all such Rules as Management may prescribe on written notice to Residents. These Rules and Regulations will be enforced by Management to ensure the health, safety, welfare, and comfort of each Resident in the Community. Any Resident who violates these Rules and Regulations will have their Lease cancelled and will be evicted from the Community.

Resident acknowledges having read and understood all the stated Rules and Regulations and agrees to comply with each. These Rules and Regulations constitute a binding legal document and are an integral part of the Application for Residency, Security Deposit Agreement, and Lease Agreement between Resident and the Community. By signing the Rules and Regulations, you as a Resident agree to be bound by everything it contains. Resident acknowledges that violations, single or several, may be grounds for immediate termination of Resident’s Lease and eviction from the Community. If you have any questions, ask them **before** you sign the Rules and Regulations. After you sign, you will be furnished a copy of the Lease Agreement, Rules and Regulations, and all applicable documents.

**XXV. Important Numbers**

**24-Hour Maintenance:** 817-964-0745.

**Emergency Numbers:**

Emergency: 911                      County Sheriff: 817-884-3099                      Fort Worth Fire: 817-984-1408

**Local Offices:**                      FW Post Office: 817-732-2635                      FW Public Library: 817-624-7344

**XXVI. Additional Residents**

Community requires a listing below of all other person(s) (Resident[s]) who will live on the Premises and abide by the Agreement and the Rules and Regulations. Resident agrees that no other person besides those listed will live on the Premises without prior written approval of the Community. \_\_\_\_\_/\_\_\_\_\_

Date: \_\_\_\_\_                      Name: \_\_\_\_\_                      DOB: \_\_\_\_\_

Date: \_\_\_\_\_                      Name: \_\_\_\_\_                      DOB: \_\_\_\_\_

Date: \_\_\_\_\_                      Name: \_\_\_\_\_                      DOB: \_\_\_\_\_

Date: \_\_\_\_\_                      Name: \_\_\_\_\_                      DOB: \_\_\_\_\_

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_

I, **NEW RESIDENT**, acknowledge that I have read the foregoing Rules and Regulations in their entirety and I agree to abide by these Rules.

Executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**NEW RESIDENT (sign)**

\_\_\_\_\_  
**NEW RESIDENT (sign)**

---

**SPRING MANOR MHP**  
820 Isbell Rd, Fort Worth, TX 76114  
Phone: 817-964-0745

**Please INITIAL every page.**

**INITIALS** \_\_\_\_\_ / \_\_\_\_\_



# APPLICATION TO RENT

USE SEPARATE APPLICATIONS FOR UNMARRIED APPLICANTS

Visual proof of Drivers License or State I.D.:  YES  NO

Other States:  Yes  No  
If yes, list:

MANAGEMENT CO.	PARK NAME	MANAGERS	OFFICE PHONE #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

MOVE IN DATE: \_\_\_/\_\_\_/\_\_\_ SPACE RENT: \$ \_\_\_\_\_ REFERRAL NAME: \_\_\_\_\_ REFERRAL LOT#: \_\_\_\_\_

APPLICANT'S Last Name	First	Middle	Birthdate	Drivers License # and State	Soc. Sec. #
SPOUSES'S Last Name	First	Middle	Birthdate	Drivers License # and State	Soc. Sec. #
Number of Total Occupants Number: _____ Dates of Birth of Additional Occupants _____				Do you have pets? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type and size of pet(s) (May require deposits)

SECTION 1 CURRENT RESIDENCE HISTORY								Cell Phone ( )
APPLICANT'S Current Address	City	State	Zip	How Long? ____ Yrs. ____ Mo's	<input type="checkbox"/> OWN <input type="checkbox"/> RENT	Phone ( )	Monthly Payment \$	
Name of Present Landlord <input type="checkbox"/> Mortgage Co. <input type="checkbox"/> Apartment Community <input type="checkbox"/> Other <input type="checkbox"/>				City	State	Zip	Landlord Day Phone ( )	Landlord Night Phone ( )

SECTION 2 PREVIOUS RESIDENCE HISTORY								
APPLICANT'S Previous Address	City	State	Zip	How Long? ____ Yrs. ____ Mo's	<input type="checkbox"/> OWN <input type="checkbox"/> RENT	Phone ( )	Monthly Payment \$	
Name of Previous Landlord <input type="checkbox"/> Mortgage Co. <input type="checkbox"/> Apartment Community <input type="checkbox"/> Other <input type="checkbox"/>				City	State	Zip	Landlord Day Phone ( )	Landlord Night Phone ( )
SPOUSE'S Previous Address	City	State	Zip	How Long? ____ Yrs. ____ Mo's	<input type="checkbox"/> OWN <input type="checkbox"/> RENT	Phone ( )	Monthly Payment \$	
Name of Previous Landlord <input type="checkbox"/> Mortgage Co. <input type="checkbox"/> Apartment Community <input type="checkbox"/> Other <input type="checkbox"/>				City	State	Zip	Landlord Day Phone ( )	Landlord Night Phone ( )

SECTION 3 EMPLOYMENT HISTORY							
APPLICANT Employed By	Department		Supervisor's Name / CO			How Long? ____ Yrs. ____ Mo's	
Address		City	State	Zip	Phone ( )	Position Held / Occupation	Monthly Income (Gross) \$
APPLICANT Employed By	Department		Supervisor's Name / CO			How Long? ____ Yrs. ____ Mo's	
Address		City	State	Zip	Phone ( )	Position Held / Occupation	Monthly Income (Gross) \$
SPOUSE Employed By	Department		Supervisor's Name / CO			How Long? ____ Yrs. ____ Mo's	
Address		City	State	Zip	Phone ( )	Position Held / Occupation	Monthly Income (Gross) \$

ADDITIONAL INCOME  
Additional Income such as child support, alimony or separate maintenance need not be disclosed unless such Additional Income is to be included for qualification hereunder.  
SOURCE: Amount of \$ \_\_\_\_\_ per \_\_\_\_\_ Source \_\_\_\_\_

SECTION 4 CREDIT & LOAN REFERENCES							
Auto # 1 (Make & Model)	License Plate #	State	Car payment made to	Address		Total Debt \$	Monthly Payment \$
Auto # 2 (Make & Model)	License Plate #	State	Car payment made to	Address		Total Debt \$	Monthly Payment \$
Other vehicles (Boats, Vans, Motorcycles, RVs, etc.) Make, Model, License Plate #							
Loans, Charge Accounts & Credit Card owed to	Account #	Address			Total Debt \$	Monthly Payment \$	
Other	Account #	Address			Total Debt \$	Monthly Payment \$	
Bank or Savings and Loan	Branch	Address			Checking Account #		

SECTION 5		ADDITIONAL INFORMATION				
Name of APPLICANT'S Nearest Relative	Relationship	Address	City	State	Zip	Phone ( )
Name of SPOUSE'S Nearest Relative	Relationship	Address	City	State	Zip	Phone ( )
Emergency Contact	Relationship	Address	City	State	Zip	Phone ( )
Personal Reference	Relationship	Address	City	State	Zip	Phone ( )
Personal Reference	Relationship	Address	City	State	Zip	Phone ( )

Have you given legal notice where you now reside?  Yes  No    Have you ever been evicted?  Yes  No    Have you ever been convicted of a crime?  Yes  No

**NON-REFUNDABLE APPLICATION FEE EARNED ON RECEIPT \$ \_\_\_\_\_**

**E-MAIL ADDRESS(ES) FOR BACKGROUND CHECK AUTHORIZATION(S): \_\_\_\_\_**

Landlord may obtain a consumer credit report and/or an Investigative Consumer Report which may include the checking of the applicant's credit, income, employment, rental history, criminal court records and may include information as to his/her character, general reputation, personal characteristics, and mode of living. You have the right to request additional disclosures provided under Section 606(b) of the Fair Credit Reporting Act, and a written summary of your rights pursuant to Section 609(c). You have the right to dispute the accuracy of the information provided to Brian Fitterer by the screening company or the credit reporting agency as well as complete and accurate disclosure of the nature and scope of the investigation. The name and address of the screening company: Background Investigations 1800 Blankenship Rd. #250 West Linn, OR 97068. I/We authorize Background Investigations, Inc. to obtain such credit reports, character reports, verification of rental and employment history & any other pertinent information it deems necessary when verifying information set forth in the above application. To provide an investigative report to the undersigned Landlord. I/We further understand that false, fraudulent or misleading information disclosed above shall be grounds for denial of tenancy or subsequent eviction.

Signed: \_\_\_\_\_

Print:

The undersigned agent/manager for the above referenced landlord certifies that the information sought herein or in any consumer report is for the purpose of evaluating the applicants application for tenancy and for no other purpose.

Manager Signed: \_\_\_\_\_

Date: