

Letter to Applicants
Hillcrest Mobile Home Tenants Association, Inc.
A Resident-Owned and Operated Community

Thank you for interest in our community. We hope you consider joining us as resident owners. We strive to maintain a positive and well-kept community.

About the Community

- ✓ This is a people-oriented community, we help each other
- ✓ Good roads, water lines and septic
- ✓ Conveniently located for natural beauty, employment, and shopping
- ✓ Clean and well maintained
- ✓ Strong sense of community
- ✓ Members (you) create and live by the Community Rules. Please read them before you join.
- ✓ A peaceful, 55-and older community

About the Application Process

- ✓ Complete the Application.
- ✓ Return it fully completed with all of the requested documentation, including:
 1. **Application for Membership**
 2. **Consumer Authorization and Release Form**, completed by all applicants 18 years of age or older.
 3. A **copy of photo identification** for each applicant 18 years of age or older.
 4. **Community Rules/Bylaws/Occupancy Agreement Acknowledgment Form**
 4. **Proof of income**, including the previous 4 week's pay-stubs and the previous year's Federal Income Tax Returns, proof of Social Security and/or SSD income, annuities and/or proof of any other sources of income.

Please note that incomplete applications will be returned to the Applicant, along with a Notice of Adverse Action.

- ✓ Attend an interview with the Membership Committee.
- ✓ Await approval by the Association's Board of Directors.
- ✓ Complete applications will be processed within ten (10) calendar days. Applicants are notified of their acceptance or denial in writing.

After you are approved, before you may move in

- ✓ Pay your \$100 Membership Fee (this one-time fee is fully refundable when you sell your home, less any outstanding fees owed to the Association).

- ✓ Execute the Occupancy Agreement, with all household members listed.
- ✓ Pay your first monthly lot rent of \$281.00

After you move in

- ✓ Learn how the Association works; attend a board meeting.
- ✓ Sign up to participate on a committee.
- ✓ Get to know your neighbors- you are now part of the community!

If you have questions, please call Frank Cuddy Chair of the Membership Committee.

He can be reached at diego246@verizon.net (email) or by calling _____