

# FURLONG MOBILE HOME PARKS

## RULES AND REGULATIONS

The following are certain rules and regulations necessary for the operation and maintenance of a good mobile home park. We hope you will find them reasonable and sufficiently easy to lend your full cooperation.

MAKE CHECKS/MONEY ORDERS PAYABLE AND MAIL TO:

Lee Furlong  
23 Furlong Drive  
Fulton, New York 13069

OR bring it to the office between 9 a.m. to 5 p.m., weekdays or 9 a.m. to 12 noon Saturdays.

1. All rents must be paid in advance, preferably by check or money order, and are due on the FIRST day of each month. If paid on or before the first of the month, there is a \$15.00 discount for lot rentals only. Rents are delinquent after the fifth day of each month. If mailed, postmark verifies the date of the payment. Any returned checks will incur a \$25.00 service charge.
2. Building permits required by the Town are your responsibility.
3. All State and Town codes must be met at the tenant's expense.
4. If there is a problem after business hours, call **593-2270**. Leave your name, phone number, the name of the Park and the nature of the problem.
5. **The speed limit in the Park is 5 mph.** Please drive slowly and watch for children.
6. Your vehicle must be kept in your driveway at all times. NO PARKING on lawns at any time. NO PARKING in the main driveway between November 1 to April 1. Two car parking is provided. All vehicles must be licensed. No motorcycles, three or four wheelers, snow mobiles on or off trailers, or boats are allowed.
7. Do not tamper with any of the park installations. Call the Management. **593-2270**.
8. You are responsible for all power, water, and sewer hookups between the mobile home and park installations. If the water is down, we cannot be responsible for water heater elements when water is drained from tanks. All water lines MUST have heat tape and be insulated. If heat tape is not installed or working properly causing freezing of our lines, you will be charged to have our lines thawed and repaired.
9. Water is to be used in your mobile home. It is not to be used for washing cars, watering lawns, etc. No outside hookups or hoses are allowed.
10. All garbage must be kept inside a garbage can with a secured lid. There are no exceptions.
11. **All gas and oil tanks are to be placed at the rear of the home.**
12. Do not dig holes, drive stakes, etc. where you might damage underground utilities for which you would be responsible. If you wish to plant, see the Management.
13. Garbage must be taken care of and kept in a COVERED container. The container must be stored out of sight or behind your mobile home.
14. Failure to mow and trim your lawn will make it necessary for us to do so for a charge of \$30.00 which you will be responsible to pay.
15. Only vinyl or aluminum manufactured skirting is acceptable, installed within 30 days. It must be kept in good repair.
16. No additions or sheds may be connected to mobile homes, UNLESS approved by management. Any detached sheds must also be approved by management and must be kept in good repair and placed at the back of your mobile home.
17. **Absolutely NO FIRES OR NO SWIMMING POOLS of any sort.**
18. No commercial business done on the premises.
19. **Children are YOUR responsibility and to be kept in your yard. When they do damage to other people's property, you are responsible.**
20. You are responsible for your guests and their actions.
21. **Absolutely NO PETS.**
22. No homes are allowed to be rented or sublet. The lot is rented ONLY to you and anyone listed on your Tenant Application that is on file in our office. Occupancy of a home by more than one family will not be permitted.
23. **If you are financing your mobile home, you must provide bank contact information (on the tenant application) so that an agreement between Furlong Mobile Home Parks and the bank can be established.**
24. If you decide to sell your mobile home, you must notify the Management in writing 30 days in advance. All potential buyers must fill out a tenant application and be approved by the Management and must sign Rules & Regulations. You are responsible for the rent until the potential buyers have been approved.

25. Inform the Management of your intentions to move as soon as possible. Thirty days notice is required. If you do not provide a 30 day notice, you will forfeit your security deposit.
26. If tenant owns mobile home & tenant sells home to another party, the mobile home cannot be moved off the premises until a \$500.00 security deposit is paid to Furlong Mobile Home Parks. Once the deposit is paid and home is moved, Furlong Mobile Home Parks will inspect the lot and return the deposit if the inspection is satisfactory.
27. If you have any questions or problems, call **593-2270** between 9 a.m. and 5 p.m. weekdays, or 9 a.m. and 12 noon Saturdays. After hours, you may call and leave a message on our voice mail and follow the instructions for emergency situations at that time.
28. Should an eviction be served to you, the schedule of charges will be assessed as follows and will be charged to your account:
  - a. Three day eviction notice: \$40.00
  - b. Court day notice: \$40.00
  - c. Court appearance: \$100.00
  - d. Service by the sheriff: \$160.00
29. **Security deposits may not be used for last month's rent.** After moving out we will come and inspect the home and/or lot to ensure there is no damage to the property. After the inspection is completed and the property is to our satisfaction you will receive your security deposit in the mail within one month.
30. There is to be no excessive noise in the parks. Music should not be able to be heard outside of the home when it is being played. Foul language is frowned upon and you are reminded that our parks are family friendly and to remember there are young ears around. Absolutely **NO LOUD PARTIES**. The landlord will be the judge of what is loud. Please be respectful to your neighbors.
31. No temporary overnight guests for an extended period of time.
32. We reserve the right to enter any home without the tenant present if there is a problem that we feel needs to be taken care of immediately.
33. Management reserves the right to change these rules and regulations as necessary, and tenant is required to sign newest set of Rules & Regulations and provide signed copy to our offices.

### **ADDITIONAL RULES & REGULATIONS FOR TENANTS RENTING MOBILE HOMES**

1. Home is to be kept in same condition as when the tenant moved in.
2. If there are any problems with your rental unit, we must be notified immediately so we can resolve the problem before damage occurs. If you fail to notify us in a timely manner, you may be charged for any damages that result from your untimely notification.
3. You must be sure there is power on in the unit at all times.
4. You must use the furnace in your rental unit for your heat. No additional sources of heat are allowed **AT ALL**. If any damage occurs to the rental unit due to noncompliance of this rule, you may be charged for repairs and/or evicted.
5. No painting or repair work to be done by tenant unless approved by management.
6. Move in/move out inspections must be performed before moving in or out and tenant must sign off on inspection sheet. Additional fees will be incurred by tenant if deemed necessary.

I have been offered a one year lease and I **do not** wish to have a one (1) year lease.

Resident: \_\_\_\_\_ date \_\_\_\_\_

Resident: \_\_\_\_\_ date \_\_\_\_\_

**I have read and received a set of the rules and regulations and hereby agree to them in full.**

Resident: \_\_\_\_\_ date \_\_\_\_\_

Resident: \_\_\_\_\_ date \_\_\_\_\_

Lot # \_\_\_\_\_ Park \_\_\_\_\_ Amount of rent \$ \_\_\_\_\_ Security Deposit \$ \_\_\_\_\_

Date Sec. Dep. Paid \_\_\_\_/\_\_\_\_/\_\_\_\_ Cash or Check # \_\_\_\_\_