



Country Manor West and Associates
45 Cypress Lane
Carlisle, PA 17015

Phone: (717) 697-0900

Manufactured Home Community Lease
RULES, REGULATIONS AND AGREEMENTS

REGISTRATION AND RENT:

1. By state law, all residents will be registered at the County Tax Office.
2. Residents may not sublet the premises or any portion or part thereof.
3. Rent will be collected on the 1st of each month at the office, paid monthly in advance. Residents occupying the premises any portion of the month shall constitute a full month rental. **CASH PAYMENTS WILL NOT BE ACCEPTED.** Rental payments will be accepted in the form of check or money order only. A charge of \$55.00 will be charged to your account for any payments received after the 5th of each month. If full late fees are not paid with late rental payment a \$10.00 billing charge will be added to the late charge invoice.
4. Only those who are registered at the Office are permitted to live in the home. Guests living in the home over 15 days must register in the office.
5. No more than five people per home are permitted.
6. The home must be the owner's principal residence.

PETS:

In order to minimize any inconvenience to the community residents resulting from pets, Country Manor West has adopted a strict pet policy. There are no exceptions to this policy. Pets are permitted in the community as a privilege for the residents, in accordance with this policy. This privilege may be revoked, on an individual basis, at the discretion of Community Management if this policy is not followed. Residents are advised that failure to adhere to this policy could lead to legal action, which may include eviction from the community.

1. There is a maximum of two pets per household allowed.
2. Aggressive breeds of dogs, including, but not limited to, Pit Bull Terriers, Doberman Pinschers and Rottweilers are not permitted. Any pet that demonstrates aggressive behavior of any kind in the community, toward an individual or another animal, will have to be removed from the community permanently.
3. Pets may not be tied outside at any time (even if the owner is present), or left unattended at any time. Pets are not permitted to run loose in the community. Pets must be indoors at all times, except when secured by a leash and walked by their owner.
4. Residents are required to clean up after their pets anywhere on the property, including the lots and common areas. Pet droppings must be picked up immediately, wrapped in plastic and disposed of in the residents garbage can.
5. Pets that disturb the peace of the community, are the source of three or more complaints, or otherwise prove to be a nuisance must be removed from the community upon receipt of notice from the Community Management.
6. Animal sitting is not permitted.
7. Pet shelters are strictly prohibited.

OTHER CHARGES:

1. **Water Service.** Each resident is responsible for the cost of the water they use. Water Rates are established by Middlesex Township and each resident's consumption will be determined by actual meter readings. Each lot is equipped with a water meter, which is community property, and residents will be responsible for loss of, theft of, or damage to the water meter. Water Rates are payable and collectable as additional Rent in the amounts stated in the *Disclosure of Rent, Fees, Service Charges, Assessments, and Utility Charges*.
2. TV cable, water line and sewer line repairs other than INITIAL INSTALLATION are the resident's responsibility. Damage to these items will be repaired or replaced at the resident's expense.
3. Any electrical service provided during placement of a home is adequate for that home at that time. If additional service or repairs become necessary, resulting charges are the responsibility of the resident.
4. New residents must place a \$100.00 security deposit upon registration in accordance with the Landlord &

Tenant Act of 1951.

5. If certified letters are written due to rule violations, a fee of \$20 will be charged.
6. A fee of \$30 will be charged for checks that are returned by the bank.
7. A \$50 minimum fee will be charged for each lawn-cutting by Country Manor.
8. TV reception problems will be checked at your request. If the TV set is the problem, a charge of \$38 per hour will be charged. The resident is responsible for TV cable maintenance on their lot.
9. Campers, boats, travel trailers, etc., may be stored in camper storage at an extra charge.
10. In order to maintain the appearance, health and safety of the community, Country Manor West reserves the right to conduct an inspection of any home in the community. The frequency of home inspections will not exceed one inspection per home in a two year period. The inspection will include the exterior appearance of the home and shed, and the condition of the home's utilities. Any substandard items will need to be corrected in a specified time frame, should the resident wish to keep the home in the community. The fee for this inspection will be \$50.00, and will be charged to the resident at the time of the inspection.
11. Fees stated herein may be increased, subject to 30 days prior written notice.
12. Late Fee. A charge of \$55 will be charged to your account for any payments of Other Charges received after the 5th of the month in with the Other Charge are due.

LAWN AND WATER:

1. It shall be the resident's responsibility to maintain sewer and water lines. Leaking spigots and toilets must be repaired immediately to avoid sewage line freeze.
2. Do not flush anything down your drains such as rags, clothes, hard paper, sanitary napkins or items made of plastic or rubber. Such items should be wrapped in paper and deposited in garbage cans.
3. No wading or swimming pools are permitted. A community pool membership is included with the rent.
4. Lawns must be kept neat, clean and mowed to a height of three inches at all times. The management reserves the right to mow any lawn that is neglected at a cost of \$50.
5. Garden hose may be used to water shrubbery and flowers.

TRAFFIC AND VEHICLES:

1. SPEED LIMITS and STOP SIGNS must be OBEYED.
2. NO repairing vehicles, changing oil or overhauling. Immobilized, disabled, un-inspected, unlicensed or unused vehicles shall not be permitted, and must be removed within 15 days.
3. Operating unconventional, motorized, unlicensed vehicles, (i.e. mini bikes, dune buggies, snowmobiles, go-carts, dirt bikes, 4-wheelers) within Country Manor property is prohibited.
4. Each lot has adequate parking for two vehicles. Families with more than two vehicles must park third vehicle by the mail boxes. Street parking is prohibited. Residents may, at their own expense, expand the size of their parking area with asphalt (stones are not acceptable) to accommodate a third vehicle. This will require a building permit; consult management for parking specifications. No commercial or larger than 1/2 ton truck parking is permitted. Parking vehicles on patios is prohibited.

EXTERIOR IMPROVEMENTS:

1. All homes must be skirted. New home sales and preowned home resales must have vertical VINYL SKIRTING similar or equal to Mastic or Everlock brand made exclusively for mobile homes. Hitches must be removed when installing vinyl skirting.
2. METAL AWNINGS must be similar or equal to Dura-Bilt or Branstrator Aluminum products for mobile home use. WOODEN AWNINGS must be painted and have plywood roof, drip edge on three sides, shingles, 4' wide gutters and down spouts.
3. STORAGE SHEDS: Each resident must have one, free standing shed on their lot. Largest size permitted 10' x 16'. Smallest size permitted 8' x 8'. They must be wooden, similar or equal to Atkins or Lantz Barns, of plywood construction, painted, with shingled roof, and must be installed before occupancy. If a larger shed is on the lot during resale, consult Office for any approval. Residents may also install one resin shed (in addition to, but not in place of the free standing shed referenced above). Resin sheds must be permanently secured to the home or the free standing shed, and should be installed in the rear of the home or lot.
4. NO ADDITIONS constituting living space, either homemade or factory-built, can be added. Exceptions are awnings and screen and/or glass rooms. No carports permitted.
5. WINDOW AIR CONDITIONERS must be installed with wall-mounted supports. No wooden framing from ground level. NO INSTALLATION ON THE STREET SIDE WINDOWS.

6. Consult Management concerning improvements on lots such planting trees, etc., due to underground wiring. Shrubbery must be planted five feet off street to allow for snow removal. All shrubbery planted by residents shall become the property of the park and may not be removed.
7. PAINTING: Your home and adjacent structures, if repainted, must be similar to current mobile home manufacturer color selections or approved by Management.
8. Item #1 through #7 require a Country Manor BUILDING PERMIT prior to start of improvement.

UPKEEP:

1. Any home or adjacent structure not presenting a neat and well-maintained appearance is considered in violation of park rules. Upon receipt of written notice of the violation, should the homeowner fail to address the violation in the time frame specified, the home will be considered in violation again, and must be removed from the community.
2. No antennas of any kind shall be installed on or near your home. CB antennas may be installed on your shed, but no higher than home roof.
3. Nothing may be stored on the patio or around the outside of your home. Place items in storage shed.
4. Any damage to the concrete patio, driveway, lawn, electrical, TV cable, or loss of shrubbery and tree life shall be the resident's responsibility. Any items neglected will be repaired or replaced at the resident's expense.
5. Country Manor is responsible for the normal maintenance of your yard light. Call the Office if it does not light. If you have changed the yard light to a different style Country Manor West will not be responsible for any maintenance on it.

LAUNDRY:

1. Clotheslines are prohibited, except circular clothes trees, which must be installed at rear of home.

GENERAL:

1. Only household garbage will be collected once a week. It must be kept in a trash can with lid. Trash collection fee is included in monthly rent. Grass clippings, tires, batteries, furniture and appliances are not collected with the household garbage.
2. No fences permitted. Concrete blocks are not allowed for use as steps.
3. Any home left abandoned and vacant for 30 days is a violation of these rules. Each subsequent 30 day period that the home is abandoned and vacant will be considered a new violation.
4. Residents are responsible for the actions and behavior of their children, guests and pets.
5. Any behavior which disturbs the peace and tranquility of the community is prohibited.
6. Any violation of federal, state or local laws and ordinances resulting in a misdemeanor or felony conviction, or occurring on the property of Country Manor West, or related to Country Manor West will be considered a violation of these rules. Each occurrence will be considered a new violation.
7. Operating any type of business is prohibited in the community.
8. BB guns, pellet guns, air rifles, slingshots or shooting of any kind are prohibited in the community.
9. Service work completed at the request of the resident must be paid within 30 days.
10. Yard trampolines and outdoor exercise equipment are prohibited.

STORAGE:

1. All campers, boats, trailers, etc., must be stored in the provided parking area or off community property. Storage fee not included in the rent.
2. Home Heating Fuels: Firewood neatly stacked, maximum size pile 4' wide x' high. Kerosene is not permitted to be stored on the patio or around your home.

SWIMMING POOL:

1. Rules, hours and fees are posted at the pool.

RESALE:

1. Under Section 11 of Act 261, park residents are free to sell their homes to a buyer of their choosing. However, Country Manor West reserves the right to screen and approve any Buyer prior to settlement, if the home is to remain in the community after the sale. The application for residency must be submitted by the Buyer at least 10 days prior to settlement, and the applicant must be approved prior to closing on the home. If the application is not approved, settlement may proceed and the **sale** is valid, but the buyer will not be considered a resident of the community, and the home must be removed immediately upon settlement.

2. One "For Sale" sign may be placed in your window or front yard. The maximum size 18" x 24", similar to the standard steel real estate sign.
3. All homes must have a utility shed. See STORAGE SHEDS, EXCEPTIONS approved by Office in writing for these storing NOTHING outside.
4. No home may remain in Country Manor if sold on a "Sales Agreement." Buyer must submit proof of ownership, such as a title.

SECURITY DEPOSITS:

1. Security deposits of \$100 must be paid at time of occupancy in accordance with the Landlord Tenant Act of 1951.
2. REFUNDS will occur only when (a) a 30-day WRITTEN notice is received by Management prior to vacating Country Manor; (b) all items as outlined in form "Instructions for Moving a Mobile Home" or "Resale Residency" are completed.

AGREEMENT:

1. Any signature affixed hereto by resident shall constitute an obligation upon all members for their immediate family and guest.
2. Rules & Regulations will be amended periodically and will be posted in the country Manor West Management Office. Amendments shall become a part of this agreement. The rights and duties expressed in Act 261 "Mobile Home Rights Act of 1976" apply to your residency at Country Manor.
3. Residents are required to comply with the Rules, Regulations and Agreements. Any breach of these rules may result in a warning notice with a specific time frame in which the resident must return to compliance with the Rules, Regulations and Agreements. If the resident does not return to compliance within the specified time frame, each additional day of violation will be considered a new violation. Eviction proceedings may commence if a second or subsequent violation occurs with a six month period from the date of initial notice.
4. Country Manor shall not liable for any damage or injury which may be sustained by the resident or any other person, as a consequence of the failure, breakage, leakage or obstruction of water, sewer, waste, TV cable, or the electrical, gas or oil system; or by reason of the elements; or resulting from the carelessness, negligence or improper conduct on the part of any other resident's or other resident's agents, guests, licensees, invitees, or successors; or attributable to any interference with, interruption of or failure, beyond control of Country Manor or any services to be furnished or supplied by Country Manor. Resident must obtain the necessary insurance against those contingencies.

I/We have read the forgoing Rules & Regulations and agree to become a resident of Country Manor, accepting said Rules & Regulations. I/We agree that all said Rules & Regulations shall be part of rental agreement. I/We acknowledge receipt of the attached copy of Act No. 261.

Date _____

Name _____
 Tenant

Name _____
 Tenant

Landlord _____

REVISED 07/06/2022

