

# Birchwood Village MHP, LLC

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c/o The Lannan Company, Inc.  
7D Taggart Drive  
Nashua, NH 03060  
Tel: 603-888-8950  
LannanCompany.com

## **Rental Application Requirements for Home Buyers and/or New Residents**

Please be advised that prior to the sale of a home at Birchwood Village MHP in Attleboro, MA, we must approve all prospective buyers and residents through our own application process; this must be done prior to change of ownership/residency. Following is a checklist of the required documents in order for us to accept an application. Application Package must be mailed to us with original signatures:

1. Signed Purchase & Sale Agreement.
2. The Rental Application filled out in its entirety; signed and dated by all applicants.
3. A color copy of valid photo ID for all applicants.
4. Current copy of pay stubs or other proof of income.
5. Signed signature page stating you've received the Rules & Regulations and Written Disclosures.
6. Signed Lease – One Year or Five Years.

Management may complete an exterior inspection of the home and may require repairs prior to approval.

If the applicants are approved, we need to review and approve the draft Bill of Sale before we complete a Park Approval Form. Bill of Sale template can be found on our website on the Manufactured Housing page.

The buyers and new residents are not approved to purchase the home or live in the community until we sign the Park Approval Form.

Immediately upon Closing, we require a legible copy of the signed Bill of Sale; this document is necessary for the validity of our records and may be emailed or mailed to the above address.

Thank you for your interest in our community.

*Shayla M Dumont*  
*Management*

[sdumont@LannanCompany.com](mailto:sdumont@LannanCompany.com)

**Birchwood Village MHP, LLC**

7D Taggart Drive  
Nashua, NH 03060  
Tel: 603-888-8950

**RESIDENTIAL RENTAL APPLICATION**

Thank you for your interest in our community.  
Please complete all requested information.  
Applications must be **mailed** to our Nashua office.

**\*\*\*Only ONE (1) DOG per home is permitted\*\*\***

Property Address: 1340 County Street, **Unit** \_\_\_\_\_, Attleboro, MA 02703. **Desired Date of Occupancy:** \_\_\_\_\_

**PERSONAL INFORMATION**

Applicant's Full Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ Home #: \_\_\_\_\_

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

Co-Applicant's Full Name: \_\_\_\_\_ Cell: \_\_\_\_\_

Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_

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

Other Co-Applicants, Residents/Children:

Name	Relationship	DOB	SSN
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**RESIDENCE HISTORY**

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Rent or Own: \_\_\_\_\_ Rent/Mortg: \$ \_\_\_\_\_ How Long: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Landlord/Bank Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Previous Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Rent or Own: \_\_\_\_\_ Rent/Mortg: \$ \_\_\_\_\_ How Long: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Landlord/Bank Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

**VEHICLE INFORMATION**

# of Vehicles: \_\_\_\_\_ Applicant's License #: \_\_\_\_\_ Co-Applicant's License #: \_\_\_\_\_

Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Plate No: \_\_\_\_\_

Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Plate No: \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Applicant's Employer: \_\_\_\_\_ How Long: \_\_\_\_\_

Job Title: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_

Co-Applicant's Employer: \_\_\_\_\_ How Long: \_\_\_\_\_

Job Title: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Total Monthly Household Income:** \_\_\_\_\_ (proof of income must be provided)

If there are other sources of income you would like us to consider, please list income, frequency, and source / person who we could contact for confirmation. You do not have to reveal alimony or child support unless you would like us to consider it in this application.

Amount \$ \_\_\_\_\_ per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_

Amount \$ \_\_\_\_\_ per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_

**HAVE YOU OR CO-APPLICANT EVER:**

Been sued for non-payment of rent?	Yes ___ No ___	Been evicted or asked to move out?	Yes ___ No ___
Broken a Rental Agreement or Lease?	Yes ___ No ___	Been sued for damage to rental property?	Yes ___ No ___
Declared Bankruptcy?	Yes ___ No ___	Been convicted of a felony?	Yes ___ No ___

Other Remarks/Comments: \_\_\_\_\_

In Case of Emergency, Notify: \_\_\_\_\_

Relationship: \_\_\_\_\_ Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_

**Applicant Statement and Acknowledgment:** I certify that the information herein submitted is true and correct. I recognize that as part of the application process, The Lannan Company, Inc. will make searches and investigations, including credit, background, rental, and eviction history check. I authorize the agent for this company to verify all the above information. I understand that agent will retain the application whether or not it is approved.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY:**

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

*Resident/Homeowner hereby acknowledges receipt of the Rules and Written Disclosures.*

\_\_\_\_\_  
Resident/Homeowner Signature                      Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Resident/Homeowner Signature                      Date

\_\_\_\_\_  
Print Name

Please read and understand all Rules and Regulations, Written Disclosures and Lease. Below are some important items to note. Each resident/owner must initial next to each item.

\_\_\_\_\_ (Initials) 1. All residents and homeowners must be pre-approved by Management through our application process.

\_\_\_\_\_ (Initials) 2. Only one dog per home is allowed. Dogs must be leashed and supervised at all times when outside the home. Please see Rule 26 for breed and animal restrictions.

\_\_\_\_\_ (Initials) 3. The exterior of homes and lots must be maintained in good, clean condition at all times.

\_\_\_\_\_ (Initials) 4. Any and all outside additions or improvements to your home or lot must be pre-approved by Management. Fences are not allowed. Only one shed per home is allowed.

\_\_\_\_\_ (Initials) 5. Heat tape is required to be functional on the exterior pipes of all homes during cold temperature months, typically October-March. Skirting must be in good repair.

\_\_\_\_\_ (Initials) 6. Homeowners must notify Management if they intend to sell their home.

\_\_\_\_\_ (Initials) 7. Rent is due on the 1<sup>st</sup> of each month.