

Dear Investor or person interested in purchasing a manufactured home,

This letter covers some aspects and standards the Landlord has for remodeling/purchasing/selling a manufactured home. Our goal is to provide a clean and habitable environment for persons interested in purchasing manufactured housing. We (the landlord) continue to make strides to provide a community appealing to prospects and investors; and we are continually looking for investors willing to put the same effort into remodeling manufactured homes.

Exterior:

This is the most important area of the home. This is your curb appeal, and the area of the home that makes the community appealing. This is also the area we expect you to address first.

- ❖ Skirting—without holes and blemishes
- ❖ Siding—without algae or other growth. Paint is in good condition and not faded or chipping. Vinyl siding is without defect and in good condition
- ❖ Roof—NO rust and/or shingles or rubber roof in good condition or working order
- ❖ Address is clear and visible
- ❖ Windows/Blinds/Draperies in operable and sound condition
- ❖ Steps—front and rear are in good condition without defect
- ❖ Porches and decks-- are in good condition without defect and debris free
- ❖ The lot—debris free and landscaped

Behind the scenes:

Take the time to make sure the utilities are good in the home and upgrade as necessary. Not only is this a good selling point for the home, but will insure that the purchaser is without difficulties once the purchase is completed.

Interior:

Not all homes are good for marble counters, apron sinks, high end flooring, and etc. but we ask that you make the interior of the home as appealing on the inside as the outside is. This is the area where the purchaser will focus the most and feel the best about the money they are spending on this purchase.

Office/property related items:

- ❖ Notify property manager (PM) of the potential purchase. PM has authority to veto sale with approval from District Manager (DM)
- ❖ All titles are to be transferred and “Clean” within 7 calendar days. PM can provide extension with valid reason.
- ❖ Provide PM with copy of clean title within 48 hours of transfer of title
- ❖ Title must be clean before work can start on the Manufactured Home
- ❖ All investors are considered a separate entity from the park, its owner, and management company, SunDance Property Management (SDPMI). Any reports of “supposed affiliation” will result in dismissal.
- ❖ There will be no concessions of lot rent while work is performed on the home
- ❖ Provide PM application of the potential purchaser with application fee for screening
- ❖ If the applicant is filling electronic application, direct them to SDPMI website
- ❖ Investors may not approve a purchaser without PM approval
- ❖ The investor is to counter-sign for the lot lease of the purchaser and to attend the lease signing with the purchaser. If the lease is electronic, counter-sign only
- ❖ The investor is to sign over the title to the purchaser at the time of signing. In the event of an electronic lease, the investor it to provide the title within 24 hours of closure
- ❖ Failure to adhere to these rules can result in expulsion from the parks (all parks SDPMI manages). Failure to comply may result in trespassing charges brought by the SDPMI
- ❖ SDPMI reserves the right to modify these regulations at any time. Notification of these rules will be sent via USPS certified mail within 5 business days of change.

We thank you for considering investing in homes on our property. By signing below, you indicate you agree and will participate in the best practices of this letter.

_____ Investor Signature	_____ Date
_____ Investor Signature	_____ Date
_____ Manager Signature	_____ Date