

**GREEN VALLEY ESTATES
711 SOUTH ELM
JENKS, OKLAHOMA 74037
(918) 299-2402**

THE MANAGEMENT EXTENDS A WARM AND CORDIAL WELCOME TO THE RESIDENTS OF ONE OF OKLAHOMA'S FINEST MOBILE HOME PARKS.

In the interest of providing a quality lifestyle, we have set forth a number of rules that we request all tenants abide by. We have recorded these Rules and Regulations on the following pages. As you review the contents, we are certain that you will agree that compliance with these Rules and Regulations will serve to provide a healthy, safe, and totally enjoyable community climate for all.

We wish to express our appreciation in advance for your cooperation. If you should have any questions, please feel free to contact the Green Valley Estates Management.

TELEPHONE DIRECTORY

EMERGENCY	911
Jenks Fire Department	299-2488
Jenks Police Department.....	299-6311
Oklahoma Natural Gas	834-8000
Cox Communications.....	806-6000
AEP Public Service Company of Oklahoma.....	
1-888-216-3523	
Park Office.....	299-2402

PERSONAL INFORMATION

LOT NUMBER: _____

DEPOSIT: _____

TENANT'S FULL NAME: _____

PLACE OF EMPLOYMENT: _____

SOCIAL SECURITY NUMBER: _____

DRIVER'S LICENSE NUMBER: _____

HOME PHONE NUMBER: _____

CELL PHONE NUMBER: _____

WORK PHONE NUMBER: _____

SPOUSE'S FULL NAME: _____

PLACE OF EMPLOYMENT: _____

SOCIAL SECURITY NUMBER: _____

DRIVER'S LICENSE NUMBER: _____

HOME PHONE NUMBER: _____

CELL PHONE NUMBER: _____

WORK PHONE NUMBER: _____

CHILDREN₁: _____ AGE: _____

CHILDREN₂: _____ AGE: _____

CHILDREN₃: _____ AGE: _____

CHILDREN₄: _____ AGE: _____

EMERGENCY CONTACT: _____ PHONE: _____

COACH INFORMATION: _____

SERIAL NUMBER: _____
YEAR: _____
SIZE: _____

MORTGAGE HOLDER:

LOAN NUMBER: _____

**GREEN VALLEY ESTATES
MOBILE HOME PARK**

MONTH-TO-MONTH RENTAL AGREEMENT
RULES AND REGULATIONS
REVISED OCTOBER 2003

I.
REGISTRATION AND GENERAL CONDUCT

The Management will personally interview each applicant desiring to rent a mobile home lot. The right is reserved to accept or reject said applicant. Management further reserves the right to terminate the rental agreement and remove the resident within the time as provided by law.

All residents and all park occupants must register and be listed at the Park Office upon arriving in the park.

Only those approved for residency and have signed a rental agreement may reside in the Mobile Home Community. Any additional persons not included in the original agreement must be approved prior to moving in by the Park Management. Community management reserves the right to refuse admittance to any additional persons.

Effective January 1, 2004, criminal background checks will be conducted as part of each application investigation at management's discretion.

The Management will approve all homes. Management will direct placement of home on lot. The hours for homes to be moved in or moved out are as follows:

9:00 a.m. to 4:00 p.m. Monday – Thursday

9:00 a.m. to 12:00 Noon on Friday

Hitches need to be removed prior to skirting. If it is not feasible or possible to remove the hitch, skirting or a planter, either one must cover it of which shall be approved by Management.

Home must be skirted within sixty (60) days of entering this park. All skirting materials, storage buildings, awnings, carports, porch covers, and building additions must be installed or built by a qualified craftsman. Park Management must approve all skirting and additions. All contractors will be required to sign a release at the Park Office prior to the start of construction or installation, holding the owner of the park harmless from any and all liability. All homes must be tied down. Storage sheds are to be no larger than 8' x 10'.

Homes not maintained to reasonable community standards will not be allowed to remain in Green Valley Estates.

Steps made of individual concrete blocks are not permitted.

Every resident in the park is expected to do his share in helping to keep the park clean and neat at all times. Grass must be mowed each week. Area around homes, driveways, walks and patios must be kept edged and trimmed (preferably Thursday through Saturday). Each resident is responsible for the shrubs on his lot. Anytime a resident does not maintain his lawn, he will be asked only once to mow it. If the lot is not mowed within twenty-four (24) hours, the Management at the expense of the Homeowner will mow it. The mowing fee shall not exceed \$50.00.

Homeowners are responsible for keeping their own driveway free of debris and grass.

Nothing is permitted to be parked or stored on the lawn, patio, or driveway such as: appliances, boats, trailers, bottles, cans, or furniture, other than standard lawn or patio furniture. Only operating vehicles owned by residents or guest are to be parked on driveways.

The exterior and surrounding yard area of each home shall be neat in appearance and well kept at all times.

Failure to observe speed limits or driving in a manner that is reckless and/or dangerous to other tenants will be cause for eviction.

Fences are forbidden.

Homeowners will put up a refundable \$100.00 clean-up deposit with the Park Management prior to moving into the Park. If the space is left clean, and in proper order with the anchors pulled, Homeowner will receive a full refund of this deposit when moving their home from the Park upon paying all accrued rents and fees. If the space is not cleaned up within 24 hours of moving the home, the clean-up deposit is forfeited.

The park office will be open for rent collection on the 1st and 3rd of each month between the hours of 1:00 p.m. and 6:00 p.m. After hours there is a mail slot for your convenience. Only money orders or checks may be dropped in the mail slot. All cash will be received in the office during office hours. **NO EXCEPTIONS!**

Rents are due and payable on the 1st day of each month except Holidays and Sundays. The rent shall then be due on the following day. There will be a \$25.00 handling fee on all returned checks. A late payment fee of \$3.00 per day after the 3rd day will be assessed every day payment is late. Management may, without notice; take possession of said premises on the 10th day rent is past due. Management reserves the right to remove the mobile home from the premises at his option and place the home in storage. If it should become necessary for the Management to remove the home from the park and place it in storage it shall be at the sole expense of the Homeowner.

The Management reserves the right to give written eviction notice for infraction and violation of regulations and rules. Homeowners agree that Management shall have the right to terminate this rental agreement in accordance with current applicable laws. Placing or posting of any notice to Homeowner at any place upon the rental mobile home space shall be equivalent to a personal notice upon said Homeowner to vacate the premises.

Disturbing noises are not permitted at any time. Please keep televisions, radios and stereo systems at low volume. The Management will not tolerate loud parties, drunkenness, acts of immoral conduct, excessive noise or disturbances. No conduct constituting a nuisance will be permitted.

Community disturbances that occur as a result of frequent police visits to any home in the community will be grounds for eviction at the discretion of management.

Mobile Home Park Owners will not be responsible for damage due to injury, accident, theft, fire, or any other cause whatsoever to either the personal property or bodily harm of any resident or guest. The Mobile Home Park Insurance does not cover the Homeowner's home or its contents. The Management will in no way be liable and does not assume

responsibility for any materials or workmanship related to connections, winterizing, or frost-proofing of utility service.

The Park Owners or Management will not be responsible or liable for any personal injury to adults or children. All persons who enter or live in the park do so at their own risk. Residents are responsible for complying with all applicable laws, ordinances, and regulations of the city, county, and state.

All Homeowners will be charged a \$5.00 deposit for their mailbox key. If keys are lost there will be an additional charge of \$5.00 per key. When key is returned the \$5.00 deposit will be refunded.

There will be no firearms, BB guns, or any other type of outdoor activity that is considered dangerous or hazardous within the boundaries of the Park.

All mobile homes offered for sale within the Park must be listed in the Park Office.

Personal tenant information and/or rental history may not be released to lending institutions, rental companies or other private agencies without the written consent of the tenant.

Visible House Numbers that are at least 3 inches in height are required to be displayed on the street side of each home in the community.

Homeowners contemplating moving must notify Management Thirty (30) days in advance, so that details of checkout may be completed. Park Management will assist you in order that all utilities will be completed. Park Management will assist you in order that all utilities will be properly disconnected, and that damage to trees, shrubbery, and patios may be avoided. Telephones must be removed from mobile homes, all trash and debris removed from lot, and Homeowners must leave his forwarding address, with mailing instructions at the Park Office and with the U.S. Post Office. (The Management has the right at their discretion to waive this Thirty (30) day notice.)

When Homeowners are planning an extended vacation or absence, they should leave a phone number and address where they can be reached with the Park Management in case of an emergency.

Trespassing through other home sites is not permitted.

Homeowners are not permitted to rent or sub-let his mobile home.

II. UTILITIES, HEALTH, AND SANITATION

All garbage must be placed in trashcans with lids. The cans shall be kept closed, and the area around the cans shall be kept clean at all times. Trash is picked up twice a week on Monday and Thursday. Be kind to your trash hauler and place used kitty litter or any other animal waste in closed plastic bags.

Approved material and trained personnel will be required to make utility connections. All electrical and plumbing hook-ups must be inspected according to governing City or County codes as required by law.

Each Homeowner must make their own arrangements for wrapping their water pipes with heat tapes to prevent freezing. Any damage resulting from frozen water pipes will be the sole responsibility of the Homeowner.

Tenants are not to make requests of Green Valley Estates maintenance personnel. Please call the office if there is a maintenance issue.

Green Valley Estates maintenance personnel are not on staff to perform work for tenants that are of a personal nature. Please do not ask them to help with these tasks during working hours.

The Management furnishes Water, Sewer, and Garbage collection. Homeowners shall make their own arrangements with all other utility companies. The Gas provider in area is Oklahoma Natural Gas, Electricity provider in area is AEP Public Service Company of Oklahoma, and Telephone service provider in area is Southwestern Bell Telephone Company. Heating and cooking units are to be either natural gas or electric.

III. MOTOR VEHICLES

Homeowners, in the interest of life and safety will observe a fifteen (15) mile per hour speed limit. Homeowners will be responsible for their guests observing this rule.

Parking of the Homeowner's vehicles is not allowed on any Park street, vacant lot, or any other resident's parking space without Management approval. Each mobile home site has a parking pad that will accommodate two cars. Homeowners shall park their cars on the space that is provided. Parking on the grass or sidewalks is prohibited.

Trucks larger than $\frac{3}{4}$ ton are not to be stored or kept in Park.

Trailers or heavy duty equipment are not to be stored or kept in the Park.

Motor Bikes or Go-Carts will not be permitted to operate within the Park.

Major repairs of vehicles are prohibited in the Park.

Car washing is not permitted in the Park.

The Homeowner is responsible for cleaning their oil stains from driveways and streets. Absolutely no oil or lubricant changing is allowed on the property.

IV. CHILDREN

Homeowners will be held responsible for any damage caused by their children.

Children must be in their own homes by 10:00 p.m. unless accompanied by a parent or responsible individual.

Children under 10 years of age must be in their homes or yards at night when the streetlights come on.

Children will not be allowed to play or loiter in or around the Park office.

Bikes and toys are not to be left in the yard or on the street. They must be placed in storage when not in use on a nightly basis.

Swing sets and/or Play sets are not allowed in the Park.

In order to maintain harmony, all children, resident and visiting, must be under the supervision of an adult at all times. Parents will be held responsible for their children's conduct and any damage they might cause. Children are required to play in their own yard, play areas, and not in the streets.

There is to be only two children per home unless they are born here. For each additional child over the two there will be an additional \$10.00 per child increase in rent.

V. PETS

Only one pet per home is permitted. Absolutely no pet shall exceed 15 lbs.

Current pets must be registered in the Park Office (see attached Pet Registration Form). Failure to register any pet will automatically constitute withdrawal of permission by the Management to have or keep such pet in the Park. No new pets will be allowed in the Park without prior approval of Management.

Absolutely no animal shelter of any kind will be permitted outside any mobile home.

Pets are not to be allowed in the vicinity of the office or any recreational area.

Any pet that becomes a nuisance must be removed from the Park.

Homeowners who have pets are responsible for their care. Pets are only allowed outside when they are on a leash-in-hand. Cats must not be allowed loose or to roam free at any time. Pet owners are required to clean up after their pets including their feces and any other mess they might make. Anyone breaking this rule will be asked to find a new home for the pet. Failure to comply with this rule may be cause for eviction.

VI. MISCELLANEOUS

Lawn watering is not allowed in the Park.

Any mobile home that is sold in the Park, that is 10 years old or older, will be required to seek Management approval for the home to remain in the Park.

It is suggested by the Management that everyone should have flood insurance.

Telephone messages will not be accepted by the community office except in cases of emergency. Furnish your callers with your phone numbers and other relevant information so that they may locate you when needed.

It is understood that these "Rules and Regulations" have been created for the equal protection of all parties to this agreement. The Management and/or Owners reserve the right to change, add to, or delete any of the above regulations and provisions at any time they feel it is necessary for the benefit of the Park and its residents. Residents will be notified in writing of any changes.

I, (We), have read and understand the above Rules and Regulations and agree to be bound by said Rules and Regulations by signing below.

HOMEOWNER (S) SIGNATURE

Date

MANAGEMENT/OWNERS SIGNATURE

Date

**PET REGISTRATION FORM
GREEN VALLEY ESTATES**

OWNER : _____ LOT
NUMBER: _____

HOME PHONE : _____ WORK
PHONE: _____

I hereby certify that I have read and understand the pet rules and regulations of Green Valley Estates. I wish to register the following pet:

TYPE (DOG OR CAT)	BREED	COLOR	SIZE (POUNDS)

Tenant Signature

Permission granted () denied () by the Green Valley Estates Management.

GREEN VALLEY ESTATES
Park Management

B y :

D a t e :

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