

**PRELIMINARY PUBLIC REPORT APPLICATION**  
*(Mobilehome Park Resident Ownership Program)*

RE 601B (Rev. 9/99)

**APPLICATION USE**

This application shall only be used for mobilehome park conversions wherein the subdivider has or intends to apply for financing through the Mobilehome Park Resident Ownership Program (MPROP), Department of Housing and Community Development, as authorized by Chapter 11 of Part 2, Division 31 of the Health and Safety Code.

**1. GENERAL INFORMATION**

**A. TYPE OF SUBDIVISION: (CHECK ONE BOX)**

- CONDOMINIUM
- STOCK COOPERATIVE
- LIMITED EQUITY HOUSING COOPERATIVE (LEHC)
- PLANNED DEVELOPMENT
- OTHER:

**B. APPLICATION FOR: (CHECK ONE BOX)**

- ORIGINAL
- AMENDED FILE # \_\_\_\_\_
- RENEWAL FILE # \_\_\_\_\_

**2. SUBDIVISION IDENTIFICATION AND LOCATION**

NAME OF SUBDIVISION \_\_\_\_\_

TRACT NUMBER \_\_\_\_\_

ADVERTISING NAME \_\_\_\_\_

STREET ADDRESS (IF ANY) \_\_\_\_\_

CITY _____	COUNTY _____
IS SUBDIVISION LOCATED WITHIN CITY LIMITS? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, WHAT CITY? _____
IF NO, NEAREST TOWN/CITY? _____	MILES/DIRECTION FROM TOWN/CITY? _____
MASTER BRE FILE NO. (IF ANY) _____	MASTER FILE TRACT NUMBER _____

DEPUTY ASSIGNED TO MASTER FILE \_\_\_\_\_

**3. SIZE OF THIS FILING**

NUMBER OF RESIDENTIAL LOTS/UNITS/SPACES (Do not include common area lots) \_\_\_\_\_

LIST COMMON AREA LOT NUMBERS/LETTERS \_\_\_\_\_

LOTS/UNITS/SPACES TO BE <input type="checkbox"/> SOLD <input type="checkbox"/> LEASED	LOTS TO BE SOLD/LEASED <input type="checkbox"/> WITH HOUSING <input type="checkbox"/> VACANT <input type="checkbox"/> BOTH
NUMBER OF COMMON AREA LOTS _____	NUMBER OF ACRES IN THIS FILING (NOT SQUARE FEET) _____

*FOR BRE USE ONLY*

DATE RECEIVED \_\_\_\_\_

FILE NUMBER _____		
AMOUNT REQUIRED \$ _____		
AMOUNT RECEIVED \$ _____		
REFUND AMOUNT \$ _____		
AMOUNT TRANSFERRED \$ _____	FROM FILE # _____	FOR LOTS _____

ACCOUNTING USE ONLY

**4. SUBDIVIDER INFORMATION**

SUBDIVIDER NAME \_\_\_\_\_

ATTENTION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE _____	ZIP CODE _____
TELEPHONE NUMBER _____	FAX NUMBER _____

**5. SINGLE RESPONSIBLE PARTY (SRP)**

SUBDIVIDER NAME \_\_\_\_\_

ATTENTION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE _____	ZIP CODE _____
TELEPHONE NUMBER _____	FAX NUMBER _____

**WHEN PUBLIC REPORT IS READY:**

- MAIL TO SRP  CALL SRP FOR PICK-UP.

**6. OVERALL PROJECT PLAN**

- Single Phase
- Multiple Phase

- A. What type of project is this application for?.....
- B. How many lots/units/spaces (*other than common area but including this filing*) are in the overall project to date?.....
- C. How many acres are in the overall project to date, including this filing?.....
- D. If you checked *multiple phase* above how many phases are in the project? .....
- This application is for which phase? (*1st, 3rd, etc.*) .....
- What is the total number of lots/units/spaces in the overall project? .....
- What is the approximate completion date for the overall project? .....

List the phase and common area lot numbers/letters for each prior phase.

Phase Number	Common Area Lot Numbers / Letters

**7. LEGAL INTEREST TO BE OFFERED**

- |  |  |
|--|--|
| <p>A. Unit, lot, or space</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fee Interest</li> <li><input type="checkbox"/> Leasehold Interest for Term _____ Years</li> <li><input type="checkbox"/> Real Property Sales Contract</li> <li><input type="checkbox"/> Other (explain)</li> </ul> | <p>B. Common Area Interest</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Conveyed to Owners Association</li> <li><input type="checkbox"/> Fractional Undivided Interest</li> <li><input type="checkbox"/> Other (explain)</li> </ul> |
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**8. IMPROVEMENTS**

- A. Number of buildings containing residential units.....
- B. Estimated completion date of residential units .....
- C. Estimated completion date of common area and facilities included in this filing .....
- D. Describe the type of car storage (i.e., garage, carport, or open space) and number of each type to be individually owned, if any.

E. Describe the type of car storage (i.e., garage, carport, or open space) and number of each type to be included in the common area, if any.

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**9. COMMON AREA IMPROVEMENTS (IF APPLICABLE)**

A. Indicate on the map and describe below the improvements (*i.e., recreational facilities, landscaping, etc.*) to the common area lots that will be completed as part of this filing.

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B. Describe the common area lot improvements (*i.e., recreational facilities, landscaping, etc.*) that have previously been completed in this development, which will be available for the use of purchasers of lots/units in this filing.

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**10. LOCATION OF SUBDIVISION SALES RECORDS**

NAME OF CUSTODIAN		TELEPHONE NUMBER	
STREET ADDRESS			
CITY	COUNTY	STATE	ZIP CODE

**11. RESERVATION DEPOSIT HANDLING**

Deposits received from persons in connection with the taking of reservations for lots/units/spaces under authority of a Preliminary Public Report will be immediately placed into the following neutral escrow depository along with a completed and executed Reservation Instrument (RE 612) and a completed and executed Reservation Deposit Handling Agreement (RE 612A).

Complete and enclose one sample copy of RE 612 and one sample copy of RE 612A, personally signed by the subdivider and the escrow holder.

NAME OF ESCROW DEPOSITORY		TELEPHONE NUMBER	
STREET ADDRESS (DO NOT LIST POST OFFICE BOX)			
CITY		STATE	ZIP CODE

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## 12. PRELIMINARY REPORT

Submit a Preliminary Report from title company. If you do not currently hold title, also submit a copy of the Agreement, Option To Purchase, certified Escrow Instructions, or other evidence of a future interest in the property. Evidence of future vesting must include a “date certain”; the date by which vesting must occur. The Preliminary Report must include the two following certification paragraphs:

No known matters otherwise appropriate to be shown have been deleted from this report which is not a policy of title insurance, but a report to facilitate the issuance of a policy of title insurance.

For the purposes of policy issuance no items (or items \_\_\_\_ ) may be eliminated on the basis of indemnity agreement or other agreement satisfactory to the company as insurer.

## 13. NON-RESIDENT SUBDIVIDER

If subdivider is a non-resident, submit a completed Consent to Service of Process (RE 608’s) for substituted service of process upon the California Secretary of State and a certificate of qualification from the California Secretary of State, if applicant is a nonresident corporation or limited liability company.

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### CERTIFICATION

I declare under penalty of perjury that the representations and answers to questions in this application and in all documents submitted as a part of this application are true and complete to the best of my knowledge and belief.

In addition, I declare that I fully intend to make application for financing of this mobilehome park conversion through the Mobilehome Park Resident Ownership Program of the Department of Housing and Community Development.

SIGNATURE OF SUBDIVIDER ➤	DATE
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EXECUTED AT: (STREET ADDRESS, CITY, COUNTY, STATE)

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- If the subdivider is a corporation, limited liability company (LLC) , partnership, etc., the individual(s) signing the certification must stipulate the capacity (i.e., president, manager, general partner, etc.) of the signer, and an authorization to sign (i.e., corporate resolution, LLC statement, or partnership statement) must be submitted.
  - If an agent will be submitting documents to the Bureau of Real Estate on behalf of the subdivider, the subdivider must provide written authorization to that effect.
  - Certification signed outside the State of California must be acknowledged by a notary public.