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**SECTION II. COMPLAINANT HOMEOWNERSHIP INFORMATION**

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**Eligibility:** Only mobilehome / manufactured homeowners that rent or lease a lot inside of a mobilehome park may participate in the MRLPP. Proof of the Complainant's homeownership must be provided and can be demonstrated by selecting one of the following options:

Decal number: \_\_\_\_\_

Note: The decal number (e.g., ABC1234) can be found on the top portion of the Department-issued Certificate of Title or Registration Card, or on a sticker posted on the lower right corner of the outside of the home.

**or**

Attach a **copy** of **one (1)** of the following:

- Certificate of Title or Registration Card
- Rental agreement or documented space transfer with Complainant's name
- Other proof of ownership: such as bill of sale, gift documentation, or proof of acquisition from a deceased prior owner

**DO NOT SEND ORIGINAL SIGNED DOCUMENTS**

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**SECTION III. MOBILEHOME PARK INFORMATION**

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Provide the mobilehome park information where the alleged violation(s) occurred.

Park Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Email (if any): \_\_\_\_\_

If available, list the name(s) of park employee(s) or management that the Complainant attempted to resolve the matter with prior to submitting the complaint. Additional names can be added below in Section IV Complaint Information.

Name: \_\_\_\_\_

Park owner  Park manager  Property management company  Other: \_\_\_\_\_

Name: \_\_\_\_\_

Park owner  Park manager  Property management company  Other: \_\_\_\_\_

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**SECTION IV. COMPLAINT INFORMATION**

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Describe the issue, concern or alleged violation(s) of the Mobilehome Residency Law in this Section. If there is more than one alleged violation, describe the violations separately. When describing each alleged violation, provide all relevant facts, and any other necessary or relevant information including, but not limited to: the date(s) the violation(s) occurred, name(s) of individual(s) or company alleged to have caused the issue, concern, or violation of the Mobilehome Residency Law, and park management or representative name(s) and contact information that the Complainant informed about the issue, concern, or alleged violation(s) (if any, or any other information the Complainant believes is necessary or relevant, such as language preference). Listing specific legal references or citations are not necessary. Attach additional sheets if necessary.

Attach copies of relevant documentation that supports the Complainant's claim (if any).

Documentation may include, but is not limited to: lease agreements, park rules, communication with management (letters, emails, faxes), or photographs.