

VILLAGE OF WOODVILLE RENTAL APPLICATION

Landlord _____

Date _____

Location of Residence _____

TENANT INFORMATION:

Full Name _____

Home Phone () _____ Work Phone () _____ Cell Phone () _____

Date of Birth _____ Social Security No. _____

Drivers License No. _____ State _____

Co-Applicant Name _____

Co-Applicant Date of Birth _____ Co-Applicant Social Security No. _____

Names and Ages of everyone who will live in the residence _____

List all pets _____

Email Address _____

Vehicle Make/Model _____ Year _____ License/State _____

EMPLOYMENT INFORMATION:

Applicants Employment Status ____ Full Time ____ Part Time ____ Student ____ Unemployed

Employer _____

Address _____

Job Title _____ Dates employed _____

Supervisor Name _____ Phone () _____

Monthly Pay _____

If you would like us to consider other sources of income for this Wisconsin Rental Application, please list the amount and the person we may contact for confirmation. Please do not reveal alimony, child support, or anyone else's income unless you want us to consider it in this Wisconsin Rental Application.

Amount \$ _____

Contact Name _____

RESIDENTIAL HISTORY FOR LAST 3 YEARS:

Current Address _____

Move In Date _____ Rent \$ _____

Owner/Agent _____ Phone () _____

Reason for Leaving _____

Previous Address _____

Move In Date _____ Move Out Date _____ Rent \$ _____

Owner/Agent _____ Phone () _____

Reason for Leaving _____

Previous Address _____

Move In Date _____ Move Out Date _____ Rent \$ _____

Owner/Agent _____ Phone () _____

Reason for Leaving _____

CREDIT HISTORY:

Have you every filed bankruptcy? Yes _____ No _____

Have you ever been evicted from a rental residence? Yes _____ No _____

Are you a party to any lawsuits? Yes _____ No _____

Have you had any late rental payments in the last year? Yes _____ No _____

Are there any judgments against you? Yes _____ No _____

If you answered yes to any of the above questions, please explain

REFERENCES:

Bank References

Bank Name _____

Account Type _____ Account No. _____

Bank Name _____

Account Type _____ Account No. _____

Credit References

Name _____ Phone () _____

Name _____ Phone () _____

Name _____ Phone () _____

By my signature below, I represent that all of the information that I have disclosed in this Wisconsin Rental Application is true, accurate, and complete. I acknowledge that all of the information I have disclosed is material and Landlord is relying on the information to decide whether to grant or deny this Application.

NAME _____ DATE _____

NAME _____ DATE _____

AUTHORIZATION

I authorize Landlord to order and review my credit and criminal history and investigate the accuracy of all information contained in this Wisconsin Rental Application. I further authorize all banks, employers, and creditors to provide Landlord any and all information concerning my credit.

NAME _____ DATE _____

NAME _____ DATE _____

Upon signing this application, the applicant agrees to the following:

1. To pay a nonrefundable processing fee of \$35.00.
2. To tender a cash deposit of five hundred dollars (\$500.00) to be refunded when the lot is vacated in accordance with all rules and regulations.
3. To abide by the rules and regulations of the Woodville Mobile Home Park as outlined in the rental agreement.
4. That applicant certifies that he or she is the owner and occupant of the lot and mobile home and no other person(s) occupy the unit except as specified in this application.

Applicant Signature _____

Date _____

Application Approved by MHP Committee _____

Date _____

Village Clerk-Treasurer _____

Date _____

WOODVILLE MUNICIPAL MOBILE HOME PARK LEASE AGREEMENT

Revised April 2024.

1. **DEFINITIONS.** In this lease, "OPERATOR" means the Village of Woodville and its employees or agents acting on its behalf. "RESIDENT" means the adults who have signed this Lease. "Park" shall refer to the Woodville Municipal Mobile Home Park. "Home" is meant to include both "mobile home" and "manufactured home".
2. **LOT RENTAL.** By this lease, RESIDENT rents from OPERATOR Lot #_____ located in the Woodville Municipal Mobile Home Park in Woodville, Wisconsin. The location of this lot within the park is described as:

The approximate dimensions of this lot are: _____.
3. **TERM.** At RESIDENT'S option, this lease will be for a term of:
A. _____ ONE YEAR (commencing on _____ and ending on _____)
B. _____ MONTH TO MONTH (commencing on _____)

RESIDENT acknowledges that he or she has been offered a lease for a term of one year but has chosen to lease the premises on a month-to-month basis.

RESIDENT'S signature

RESIDENT'S signature

4. **RENEWAL AND HOLDOVER.** Prior to the expiration of this Lease, OPERATOR and RESIDENT may enter into a new rental agreement or an extension of this Lease. If any changes in the terms or conditions of the tenancy are to be made, OPERATOR shall notify RESIDENT in writing of such changes at least 28 days before the date when the new rental agreement or extension of this Lease shall be effective. RESIDENT shall have 14 days after receipt of this notice to notify OPERATOR in writing of RESIDENT'S acceptance or rejection of the new rental agreement or extension. If RESIDENT fails to give this notice or rejects the new rental agreement or Lease extension, then this Lease shall terminate on the last day of the month following the expiration of the 28-day notice period. If RESIDENT remains in possession of the premises after the expiration of the term with the consent of OPERATOR but without the execution of a new rental agreement or Lease extension, then RESIDENT shall be deemed to be a month-to-month RESIDENT upon the same terms and conditions as contained in this Lease. If RESIDENT remains in possession of the premises after the expiration of the term or termination of the Lease without consent of OPERATOR, then RESIDENT shall be responsible for all damages sustained by OPERATOR resulting from RESIDENT'S holding over including any claims or rents relating to subsequent occupants of the premises.

5. MANUFACTURED HOME:

- A. This lot is rented for RESIDENT'S manufactured home, described as follows:

Make: _____

Model: _____

Serial #: _____

Length: _____

Width: _____

Year: _____

- B. Every manufactured home must have a valid inspection, completed within the last 12 months and current photos of the manufactured home submitted to the OPERATOR prior to be moving into the Park.
- C. No manufactured home which is more than twenty-five years old may be moved into the Park.
- D. OPERATOR reserves the right to refuse to allow a manufactured home less than twenty-five years old to be moved into the Park, if in OPERATOR'S sole discretion, such home could harm the health, safety, or welfare of the home's occupants or of the other residents of the Park. Reasons for such refusal could include, without limitation, broken windows, damaged or missing siding, inoperable plumbing, or deteriorating paint.

6. RENT. The RESIDENT must pay the following charges each month as rent:

Rent: _____

Pers. Prop Tax/Parking fee: _____

(NOTE: The parking fee is determined annually during the month of January on the basis of the Village of Woodville mill rate as determined by the Village assessor. The parking fee therefore changes every year in the month of January for all RESIDENTS, whether those renting for a term of one year or those renting month-to-month. All RESIDENTS will be promptly notified of the change by OPERATOR.)

Other: _____

If RESIDENT pays the rent in cash, OPERATOR will provide a written receipt to RESIDENT.

Rent (including the parking fee) must be paid on or before the first day of each month. RESIDENT'S failure to make full payment of the monthly rent and any additional rent by the due date shall constitute a breach of this Lease. If any monthly payment of rent or any other charge required to be paid by RESIDENT to OPERATOR under this Lease is not

received by OPERATOR when due, RESIDENT shall pay OPERATOR a late charge as specified in Paragraph 9 below. Acceptance of any late charge shall not constitute a waiver of RESIDENT'S default with respect to the past due amount nor prevent OPERATOR from exercising any of the other available rights and remedies.

The parties agree and understand that all payments made by RESIDENT shall be applied first to any tax or other charges levied by a governmental unit, then to any other charges (other than prior late charges) required to be paid by RESIDENT as set forth elsewhere in this Lease, and finally to rent.

7. UTILITIES AND SERVICES. OPERATOR shall, at no additional cost, provide the following utilities and services to RESIDENT: Snowplowing on streets within the park. Sewer and water services shall be provided by OPERATOR and billed to RESIDENT at the standard municipal rate.

RESIDENT shall be responsible for all other utilities and services, including garbage disposal. Garbage must be removed on a weekly basis. In case of an emergency with services or utilities you must first contact the Village Public Works Director at (715) 698-4023, failure to do so will leave you responsible for any costs/ charges incurred.

8. LATE CHARGE. A late charge of \$25.00 will be added to RESIDENT'S lot rent and tax bill for any rent payment received after the 10th (tenth) day of each month, and for each successive month in which RESIDENT has an outstanding balance due (excepting unpaid late charges) after the 10th (tenth) day of each such successive month.
9. GUESTS/VISITORS. All guests and visitors to the Park must comply with the rules and regulations contained herein. RESIDENT will be held responsible for violations and/or damages done by guests or visitors of RESIDENT.
10. SECURITY DEPOSIT. A security deposit in the amount of \$500.00 (Five Hundred Dollars) shall accompany the application. If RESIDENT pays this deposit in cash, OPERATOR will provide a written receipt for the deposit. This deposit shall be held in trust by the Village Clerk to be applied toward any rental payments in default or any damage done to the lot or area by RESIDENT or his/her guests. In the event of RESIDENT'S damage, waste or neglect of the premises, or nonpayment of rent or any other sums required to be paid by RESIDENT pursuant to this Lease, OPERATOR may retain all or part of the security deposit to apply toward curing the default or remedying the damage. RESIDENT shall, within ten (10) days after written demand from OPERATOR, restore the security deposit to the original amount. In the event that the RESIDENT vacates the premises and all obligations of the RESIDENT to the OPERATOR are paid in full and there are no damages to the rented premises, the OPERATOR shall refund the security deposit to the RESIDENT within 21 days. RESIDENT will provide OPERATOR with a forwarding address.
11. USE. RESIDENT shall use the lot for residential purposes only. RESIDENT shall not cause or permit any flammable or explosive material, oil, radioactive material or hazardous or toxic waste or substance to be brought upon, used, stored or dumped on the Site or the Park.

RESIDENT shall be responsible for any required repair, clean-up or detoxification of the Site caused by RESIDENT or his/her guests and shall indemnify OPERATOR from any liability, claim or expense relating thereto. The foregoing covenant and indemnity shall survive the termination of this Lease.

12. SALE OR TRANSFER OF HOME. If RESIDENT owns the Home, RESIDENT may sell, exchange or otherwise transfer the Home and the new owner shall have the right to occupy the Site upon compliance with the following provisions:
 - A. RESIDENT must first notify OPERATOR at least 45 days before the sale that he or she wishes the Home, if sold, to remain in the Park, advising of the anticipated date of sale and requesting that OPERATOR inspect the Home.
 - B. If required by OPERATOR, the Home must be inspected by the Village Building inspector approved by OPERATOR to evaluate all items relating to the health and safety of the inhabitants of the Home and nearby residents. A copy of the inspection report must be given to both parties at least 30 days prior to the sale. RESIDENT shall be responsible for paying any inspection costs.
 - C. All repairs or changes which are found necessary as a result of the inspection must be completed by RESIDENT and approved by the Village Building Inspector at least 10 days prior to the sale of the Home. After the inspection has been performed, any necessary repairs have been completed and the Home is found to be in satisfactory condition, OPERATOR will provide RESIDENT a letter stating that the Home is qualified for resale. Such letter shall be provided to the RESIDENT no later than 5 days after the RESIDENT notified OPERATOR that the repairs are completed.
 - D. RESIDENT shall be responsible to have the purchaser of RESIDENT's Home complete and deliver to OPERATOR a Lease application at least 15 days before the sale. An application on the prospective purchaser will not be processed until the provisions of paragraph (B) and (C) are fulfilled. OPERATOR will provide RESIDENT notice advising whether the prospective purchaser is acceptable. If the application is approved by OPERATOR, then on or before the date of closing of the sale the purchaser must sign a new lease and pay in full the security deposit and all rent charges otherwise due.

RESIDENT specifically acknowledges and agrees that strict compliance with the foregoing procedure is required and that "time is of the essence" as to the time of performance. Time is of the essence means that performance of an act must be done no later than the exact date, not one day after. If RESIDENT fails to follow the procedures outlined herein or fails to take action to bring the Site or Home into compliance with the requirements set forth herein and RESIDENT proceeds to close the sale, exchange or transfer of the home, OPERATOR shall have the right to terminate this lease and/or require that the Home be removed from the park. RESIDENT acknowledges that OPERATOR has the right to screen any prospective purchasers and unless the prospective purchaser is accepted by OPERATOR, the applicant will not be given a new lease and tenancy in the park will be denied. If the application of a

prospective purchaser is denied during the term of this Lease, this Lease shall continue in full force and effect and all of the obligations of RESIDENT shall continue. If an unapproved applicant commences occupancy, such occupancy will be considered a breach of this Lease and the occupant may be evicted pursuant to Court procedure. Both parties understand that the denial of approval to the proposed sale will occur because of a failure to comply with the procedure outlined herein and/or a failure to meet the standards of the park and not because there has been a change in ownership of the Home or the age of the Home.

13. VACATION OF PREMISES. The RESIDENT shall give the OPERATOR a thirty-day written notice of the intention to vacate the premises prior to the end of the rental term.
14. MAINTENANCE OF PREMISES. The RESIDENT shall maintain the premises in good condition and repair. RESIDENT shall properly care for and cultivate the lawn, trees, garbage disposal, snow removal and general grounds of their lot. If RESIDENT fails to perform lot maintenance as required by this Lease, OPERATOR will notify RESIDENT that the work must be performed by a certain deadline. If RESIDENT does not timely perform the work, OPERATOR may perform the work and charge the RESIDENT for the reasonable costs of doing so. OPERATOR will give RESIDENT an itemized bill for any such services performed; payment must be made within thirty (30) days of the date of the notice.
15. EMERGENCY SHELTER. The Woodville Municipal Mobile Home Park contains an emergency shelter located in the northeastern part of the park. Upon signing this lease you will be provided a code that will give you access on the key pad located on the door.

Residents occupying the shelter during severe weather conditions are to maintain a sense of quiet and order and are to follow the directions of any emergency service personnel present.

16. DEFAULT/EVICTION.
 - A. Any RESIDENT whose rent and parking fee is not paid by the 10th of the second consecutive month will be subject to a five-day eviction notice. If the rent is not paid within this five-day period, OPERATOR will commence with eviction. Any similar violation occurring within one year of the issuance of the five-day notice will subject RESIDENT to issuance of a fourteen-day notice to vacate the premises. Any other violation of the rules and regulations of the Park will subject RESIDENT to the same notice and eviction procedure.
 - B. If RESIDENT fails to perform any of the terms of this Lease or of the rules and regulations, OPERATOR shall give RESIDENT written notice of such breach as required by Wisconsin Statutes and if RESIDENT fails to remedy the breach within the time stated in such notice, then this Lease is terminated and OPERATOR may recover possession of the Premises. If OPERATOR repossesses the Premises, such action shall not affect RESIDENT's liability for past rent or other charges due or future rent to accrue under this Lease, but the same shall continue as if such repossession had not taken place. The

provisions herein shall be in addition, to, and without prejudice to, any other rights and remedies OPERATOR may have. It is expressly agreed by the parties hereto, that after the service of notice or the commencement of a suit, or after final judgment for possession of the premises, OPERATOR may receive and collect any rent due, and the payment of such rent shall not waive or affect such notice, suit or judgment. Waiver of a breach of any term, condition or covenant of this Lease by either party shall be limited to the particular instance and shall not be deemed to waive past or future breaches of the same or other terms, conditions or covenants. Vacating or abandoning the premises does not relieve RESIDENT of the obligation to pay any amounts due under this Lease or any amounts which may hereafter become due under this Lease. Attorney's fees and court costs incurred by the OPERATOR to enforce this Lease may be recovered against RESIDENT if awarded pursuant to a court order.

17. NOTICES. RESIDENT may give any notice required by this Lease by personally taking the notice to the Village Clerk's office, 102 Main Street, Woodville, Wisconsin, or by mailing the notice to:

Village Clerk's Office
102 Main Street
P.O. Box 205
Woodville, WI 54028

18. MULTIPLE RESIDENTS. If RESIDENT is more than one individual, then any such individuals shall be jointly and severally liable for the full amount of any payments due under this Lease and the performance of all other obligations of RESIDENT set forth in this LEASE.
19. RULES AND REGULATIONS. RESIDENTS are subject to all terms and conditions contained in the attached Rules and Regulation addendum to this lease.

DATE: _____

SIGNATURES:

Resident

Resident

Operator

VILLAGE OF WOODVILLE
HOME PARK RULES AND REGULATIONS
(Amended January 12, 2021 / Effective April 1, 2021)

- 1. REPLACEMENT.** If RESIDENT would like to replace its current manufactured home for a newer manufactured home not more than 25 years old, it shall: 1) make a request in writing to the OPERATOR, including photos, 2) schedule an inspection of the proposed manufactured home with the Building Inspector, and 3) bring a copy of their request and the building inspection report to the next scheduled Mobile Home Park Committee to seek final approval.
- 2. SUBLETTING.** The RESIDENT shall not sublet the home or any part thereof. Subletting of the home will result in immediate termination of RESIDENT'S lease.
- 3. HOUSE NUMBER.** The RESIDENT shall install a house number on their property pursuant to the diagram attached to their application within 30 (thirty) days of occupancy of the premises.
- 4. SKIRTING.** The RESIDENT shall properly skirt the home within 30 (thirty) days of occupancy of the premises. Skirting shall be vinyl and shall be installed in a vertical position.
- 5. ADDITIONAL STRUCTURES.** The RESIDENT shall not construct any addition to the home or construct any building, deck, fence or similar temporary or permanent structure on the lot without prior written approval of the OPERATOR after submitting the attached application. The structure shall not exceed 10' X 16' and may not exceed an 8' sidewall height or the height of their mobile home. The exterior of any approved addition to the home or additional structure shall match the color and style of the existing home. If painting or residing a structure, the color must be approved by the OPERATOR.
- 6. ERECTION OF SIGNS.** No RESIDENT shall erect or display either on the lot or within the home any business sign unless they have obtained the prior written consent of the OPERATOR. Any sign so erected or displayed shall be in compliance with all applicable Village Ordinances and must be approved by the OPERATOR after submitting the attached application.
- 7. TREES/POSTS/DECKS/ENTRANCES AND EXITS.** Trees may be planted, posts may be placed, and decks may be constructed only with the prior written consent of the OPERATOR, after submitting the attached application. All entrances and exits to the home shall have an acceptable entrance or exit which conforms to current building code standards. Each entrance and exit shall incorporate a sturdy railing for any stairs or platforms leading to such entrance or exit.
- 8. FIREWOOD.** The RESIDENT may not have more than one-half cord of firewood (not construction materials) neatly stacked, six inches off the ground and at rear of mobile home. All stored firewood must be used within one season.
- 9. ANIMALS.** Animals within the Park shall not be allowed to run loose. Each household (not each RESIDENT) will be allowed the following: two dogs, two cats, up to four domestic birds in cages, and fish. "Domestic birds" is the preceding sentence does not include chickens or other fowl raised for egg production or human consumption. A third pet will be permitted for an additional \$25.00 per month in rent. A. Outside Pets. No RESIDENT shall have "outside pets". While outside, all animals must be leashed or under the control of the owner, including cats. The pet's leash must be of such length so as to keep the animal within the owner's property boundary lines. Pets may be left outside (in good weather) between 6:00 a.m. and 10:00 p.m. and fifteen minutes between 10:00 p.m. and 6:00 a.m. B. Kennels/Doghouses. No kennels or other similar structures will be allowed. Doghouses must be of commercial pre-built design or must be of a design and size approved by OPERATOR in writing. C. Disturbance/Damage by Pets. Pets which create a disturbance or cause injury may subject the owner to fines or prosecution pursuant to Village Ordinances. The RESIDENT is responsible for any damage done by their pet. Repeated fines, violations, or damage may subject the RESIDENT to eviction. D. Licensure of pets/Vaccinations. All dogs must be licensed every year, pursuant to Wisconsin Statute §174.10 and Village of Woodville Ordinances.

10. VISITORS. Non-resident visitors shall notify the Village Clerk's Office with their vehicle information if they are planning a stay beyond three days and request permission to park during the duration of their stay. Permission will depend solely on the conditions and circumstances at the time.

11. MOTOR VEHICLES. You must fill out a vehicle registration card with the Village Clerk's office to have on file for all vehicles kept at the property. All cars, recreational vehicles and other motor vehicles must be currently licensed and must be parked ONLY in the spaces provided. Vacant lots can be rented (\$50.00 per month) on a first come, first serve basis at the Village Clerk's office. Repairs to cars in the provided parking spaces must be under the supervision of the owner and must be completed within one day to ensure the safety of all park residents.

12. STORAGE AREA. The storage area of the Park is for the use of all RESIDENTS. It is to be used solely for the storage of cars, trucks, boats, recreational vehicles, motorcycles and trailers. Prior written permission of the OPERATOR must be obtained before storing any other item in the storage area and annually thereafter. A RESIDENT is entitled to one marked storage area on a first come, first serve basis and if available. All items stored in this area must be both registered with the Village Clerk's office and clearly display a valid license, if applicable, and must be clearly marked with the name and address of the RESIDENT owner. The RESIDENT owner of any vehicle or other item not in compliance with these requirements will be issued a warning letter giving the RESIDENT five (5) business days to rectify the noncompliance. Failure to bring the vehicle or item in compliance within the five-day period will result in it being towed or removed from the premises and impounded for up to thirty (30) days at the RESIDENT'S expense. Vehicles or items remaining in impoundment for over thirty (30) days will be deemed abandoned and disposed of in accordance with §66.28 of the Wisconsin Statutes. The RESIDENT owner of the property shall remain liable for removal, storage and disposal fees. The OPERATOR reserves the right to deny storage in this area to any RESIDENT who does not show reasonable caution or care in his/her use of the storage area, or who stores items or vehicles not in compliance with these regulations.

13. REMOVAL OF HOME FROM PREMISES. It is the RESIDENT'S responsibility to remove the home from the Park upon termination of the tenancy. RESIDENT shall obtain OPERATOR'S consent as to date and time of removal. While OPERATOR shall not unreasonably withhold this consent, weather and ground conditions may result in such withholding of consent until such conditions are favorable for removal. Any additional structures, whether attached or unattached to the home, are to be removed by the RESIDENT upon vacation of the premises and the lot restored to its original condition.

14. ABANDONMENT. If RESIDENT is absent from the premises for three consecutive weeks without notifying OPERATOR in writing of such absence and the rent is not paid for such period, then OPERATOR, at its sole option, may deem the premises abandoned and OPERATOR shall have the right to dispose of the home and any other personal property of RESIDENT on the site as provided by law. Any home left on the premises for a period of 15 (fifteen) days after the date of termination of the tenancy or notice of nonacceptance for tenancy shall be deemed abandoned and removed and/or disposed of as provided by law.

15. AMENDMENT OF RULES. The RESIDENT understands that the OPERATOR may make minor alterations, additions, or amendments to the rules and regulations from time to time. Any such minor amendments or additions to these rules shall not take effect until the RESIDENT is given 28 (twenty-eight) days prior written notice of any such minor amendments or additions. Any substantial changes or amendments will only occur at the end of a lease term. Notice of proposed changes may be furnished to RESIDENT by mail or in person.

16. CONTACT PERSONS. Information as to the maintenance of facilities and services provided by the OPERATOR can be obtained from either the Village Clerk-Treasurer (715) 698-2355 or the Village Public Works Director (715) 698-2494, Woodville, WI 54028. In case of an emergency with services or utilities you must first contact the Village Public Works Director at (715) 698-4023, failure to do so will leave you responsible for any costs/ charges incurred.



VILLAGE OF
WOODVILLE

Village of Woodville – Mobile Home Court
Request for Additional Structures, Trees, Post, Decks Entrances and Exits

In accordance with the Village of Woodville Municipal Mobile Home Park Rules and Regulations the RESIDENT must obtain written approval from the OPERATOR before constructing any structures, posts, decks, entrances, exits, installing a sign or planting any trees on their lot in the Mobile Home Court.

To receive written approval from the OPERATOR for constructing any structures, posts, decks, entrances, exits, installing a sign or planting any trees please complete this form completely and return it to the Village of Woodville Clerk's Office at 102 Main Street in the Village of Woodville. Once approved by the Village Board, a signed copy of this form will be returned to the RESIDENT. Upon obtaining a signed copy of this agreement the RESIDENT may proceed with obtaining necessary permits and proceed with the work as specifically described.

Resident's Name _____ Phone # _____

Address _____ Cell # _____

1. Type of Structure: _____

a. Builder or Contractors name: _____

b. Builder or Contractors address: _____

c. Builder or Contractors phone number: _____

2. Structure Dimensions _____ Will the structure be enclosed? _____

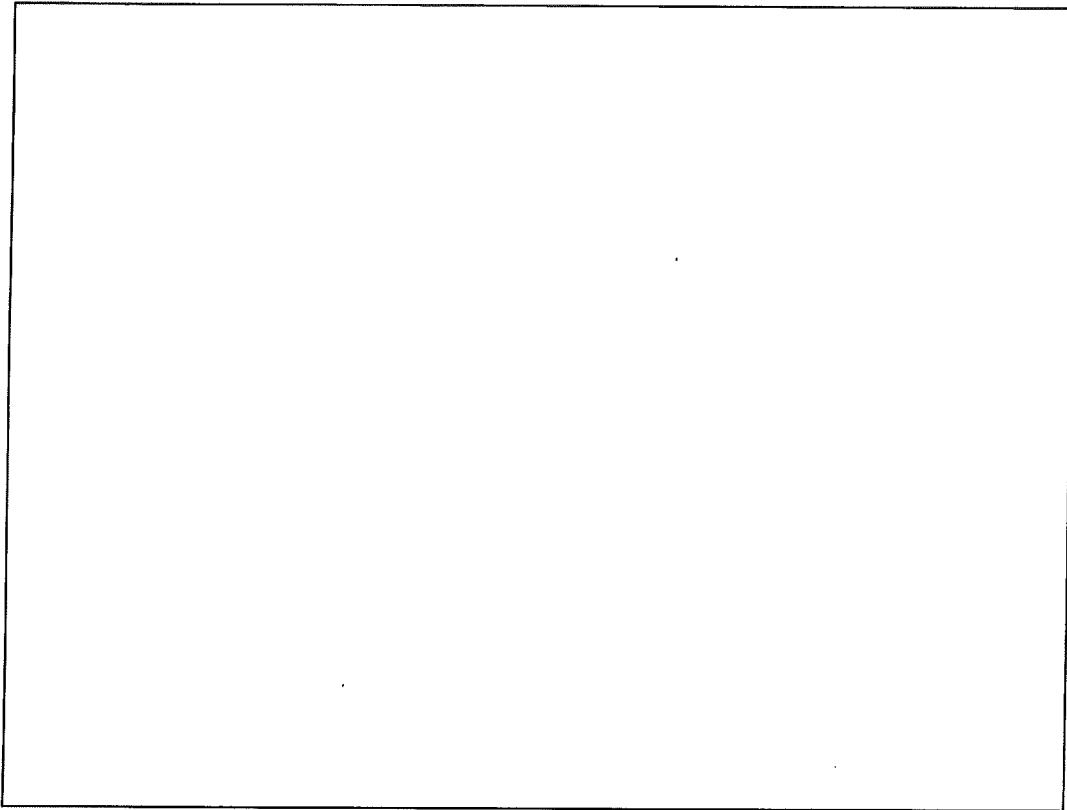
a. What will the finished square footage be of the proposed structure? _____
(** sheds may not exceed 160 square feet in size)

b. What type of material will the structure be made of? _____

- c. Will the structure be attached to your mobile home? _____
- d. How high will the structure be from the ground to the highest point? _____
- 3. Will the structure have walls? _____ How high will the walls be? _____
 - a. What material will be used to side the exterior of the walls? _____
 - b. What color will the exterior siding be? _____
 - c. What color will the exterior trim be? _____
- 4. Will the structure have railings? _____ How high will the railings be? _____
 - a. What material will the railings be made of? _____
 - b. What color will the railings be? _____
- 5. Will the structure have a roof? _____ What pitch will the roof be? _____
 - a. What type of material will be used for the roof? Shingles – Metal roof – Other _____
 - b. What color will the roofing materials be? _____
- 6. What date will this structure be completed by? _____
- 7. Are you applying for permission to install a sign? _____ If yes, please complete letters a–e below.
 - a. What are the dimensions of the sign? _____
 - b. What type of material will the sign be constructed of? _____
 - c. Where will the sign be located? _____
 - d. How long will the sign be up? _____
 - e. What will the sign say or advertise? _____

The Village of Woodville requires all structures constructed in the Mobile Home Park to be constructed of new materials. Please attach a complete list of building materials to be used for the complete construction of the structure you are applying for. You may obtain this list from the lumber yard or home improvement store where you are purchasing the materials from.

Please use the space below to draw a diagram of where the proposed structure will be located on your lot. Please show your 50'x100' lot, the location of your home, your driveway, any other structures on the lot and the location of the road in front of your lot. Then draw the location of the proposed new structure and include distances the new structure will be from the nearest lot line(s) and the distance from your mobile home.



By signing this form the RESIDENT acknowledges they will construct the structure described above in accordance with all applicable building codes, obtain necessary building and/or other permits and follow the Village of Woodville Mobile Home Park Rules and Regulations, using all new materials and building only the structure as described above. Failure to follow any or all of the aforementioned will result in revocation of this permit and will require remove of the structure at the RESIDENT's expense.

Please retain a signed copy for your records.

RESIDENT's signature _____ Date _____

Approved by the Village of Woodville Village Board this _____ day of _____, 20____

Village President Signature _____ Date _____