



Landlord and Tenant Fact Sheet

RTB-132

Checklist for Manufactured Home Park Landlords and Tenants

Manufactured Home Park Tenancy Act s. 1, 12, 18, 23, 26, 27, 35, 37, 38, 42, 51, Manufactured Home Park Tenancy Regulation s. 11, 12, 29, 32

This fact sheet contains a checklist for manufactured home park landlords and tenants to use when they are considering entering into a tenancy agreement. The checklist is a reminder of topics that the landlord and tenant may wish to address; however it does not list everything that should be covered in a tenancy agreement.

Are you renting a manufactured home site?

Whether you own a manufactured home and are looking for a site on which to put it, or are considering buying a manufactured home which is already on a site, you will be renting a manufactured home site. The money you pay is commonly referred to as a 'pad rental'. Be sure you understand the rules that apply to you, and have a written tenancy agreement with the manufactured home site landlord.

Are you a manufactured home site landlord?

If you own one or more sites in a manufactured home park, and you rent the site(s) to someone else, you are a landlord. Be sure you understand the rules that apply to you, and have a written tenancy agreement with the manufactured home site tenant(s).

About the Rent

- How much is the rent?
- When is the rent due? E.g., weekly, monthly?
- How will the rent be collected?
- What happens if the rent is not paid on time?
- Is the rent scheduled to increase? When? By how much?

Beginning the Tenancy

- Is this a new tenancy, or has the existing tenant asked permission to assign the tenancy agreement to the purchaser of their manufactured home?
- Is the tenancy agreement for a fixed length of time, or is it month-to-month?
- What is included in the tenancy agreement?
 - Parking?
 - Secure storage?
 - Common laundry facilities?
 - Snow removal from internal roads?
 - Utilities such as electricity, water, heat, cable, or Internet? Will hook-up charges be extra?
- What are the park rules?
 - About pets?
 - About guest parking?
 - About storing recreational vehicles, canoes, boats on trailers, ATVs, etc?
 - About common recreational facilities, such as pool hours?

During the Tenancy

- Is there a park committee?
- What are the common areas of the park?
- When can a landlord enter the tenant's site?
- Who will the tenant contact if there is a problem?
- Who takes care of yard work, fence maintenance and snow removal?

Residential Tenancy Branch

Lower Mainland: 604-660-1020 Victoria: 387-1602 Elsewhere in BC: 1-800-665-8779
Website: www.rto.gov.bc.ca

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- Who will take care of repairs, including emergency repairs?
- Can another person move in with the tenant during the tenancy?
- What is the first step that should be taken to resolve a dispute between the landlord and tenant?

End of Tenancy

- When and where are notices delivered when it's time to move off the site?
- What will happen if the landlord decides to sell or redevelop the park?
- What will happen if the tenant decides to move before the end of the tenancy?

For more information ...

Visit the RTB's Web site at www.rto.gov.bc.ca.

Call an Information Officer or listen to our 24 Hour Recorded Information Line:

Lower Mainland: 604-660-1020

Victoria: 250-387-1602

Elsewhere in BC: 1-800-665-8779

Visit the RTB nearest you:

Burnaby: 400-5021 Kingsway

Victoria: 1st Floor, 1019 Wharf Street

Kelowna: 305-478 Bernard Avenue

RTB Burnaby, Victoria and Kelowna are open 8:30 a.m. to 4:30 p.m., Monday to Friday.

All RTB offices are closed on statutory holidays.

If there is no RTB in your area, you can get residential tenancy guides, fact sheets and forms online at www.rto.gov.bc.ca or at any Service BC—Government Agents Office.
