

## CHAPTER 2. COOPERATIVE MOBILE HOME PARKS

- 2-1. PURPOSE. To provide instructions for processing applications under Section 207 where the mortgagor is a cooperative association organized for ownership of a mobile home park.
- 2-2. REGULATIONS APPLICABLE. The Section 207 Regulations are applicable in all instances.
- 2-3. TYPES OF COOPERATIVES ELIGIBLE. A Presale Cooperative Management Type is the only type eligible.
- 2-4. GENERAL ELIGIBILITY CRITERIA AND INSTRUCTIONS FOR SPONSORS. Reference (4) of the Foreword sets forth basic information for the sponsor and outlines required exhibits in developing mobile projects.
  - a. Use FHA Form 2013 in lieu of FHA Form 3201 for all stages of processing. Amend this form by adding a box entitled "Cooperative Mortgagor" in the heading. Check this box.
  - b. The Field Office must approve the cooperative organizational and sales documents which include the information bulletin, the charter and by-laws, the subscription agreement and occupancy agreement prior to any solicitation for membership in the cooperative. FHA Regulatory Agreement Form 3225 should be used in place of FHA Form 2466.
  - c. Use FHA Commitment Forms 3206 and 3209 in lieu of FHA Forms 2432 and 2457. Delete any reference to Section 213 on both forms and substitute Section 207.
  - d. Follow the closing instructions in FHA Forms 3257-A or 3257-D in lieu of Form 1022.
  - e. Prior to the initial endorsement of the mortgage, the mortgagor must secure cooperative members approved by HUD-FHA for at least 90 percent of the spaces in the project.
  - f. The Field Office must be certain that the organization of the cooperative, the sale of memberships in the cooperative, the management of the cooperative, and the maintenance of cooperative accounts and records are maintained in accordance with the instructions contained in this Handbook and References (5) or (6) of the Foreword.