

**El Rio Mobile Home Park Cooperative  
Request for Payment Plan**

I, \_\_\_\_\_ space # \_\_\_\_\_ would like to request a payment plan. I have past due assessments in the amount of \$ \_\_\_\_\_. I understand that if I make timely payments on my past due balance over a period not to exceed 12 months, and stay current with all monthly assessments, El Rio will not charge any more late fees or proceed with termination of membership as outlined in the Bylaws and Occupancy Agreement. I also understand that should I miss two payments before the past due balance is paid in full, I will lose the privilege of having late fees and interest waived. Should such an occurrence happen, the plan will be revoked and I will become ineligible to enter into another plan, and interest and late charges will be retroactively assessed.

Furthermore, when tax bills are added to my account, I will need to alter and resubmit a payment plan that includes the balance of the tax bill.

**I agree to pay \$ \_\_\_\_\_ by the 15<sup>th</sup> of each month, in addition to my regular assessment statement.**

I understand that if payments are not received as agreed then El Rio has the right to charge late fees and interest and to proceed with termination of membership as outlined in the Bylaws and Occupancy Agreement. I also understand that having a past due balance makes me at risk of being considered **not** a “member in good standing” which would make me ineligible to vote on any matter put forth to the membership.

\_\_\_\_\_  
Signature Phone # Date

**Please return completed form to the office and if approved a confirmation copy will be returned to you within 1 week.**

\*\*\*\*\*For office use only\*\*\*\*\*

Received on: \_\_\_\_\_ Approved by Management: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_ Member File copy      \_\_\_ Payment plan file copy      \_\_\_ member copy