

Marineland Community Association, Inc.
Instructions for Low Income Residents Certification Applicants

If you wish to apply for the LOW INCOME ASSISTANCE CERTIFICATION in relation to Marineland Community Association, Inc.'s acquisition of Marineland Mobilehome Park, then you need to provide the information as set forth in these instructions. These items are needed to verify your income, qualify you for and CERTIFY your status as a low income household. Submitting these items does not guarantee that you will be certified as a low income household. Any rental subsidy or low-income loan you may receive is NOT transferable upon the sale of your Mobilehome.

Please complete and sign the following forms and return them to **The Loftin Firm**:

1. Low Income Resident Application / Certification
2. Acknowledgment
3. Request for Verification of Mortgage (only if you currently have a loan on your home)

Please make **copies** of the following documents and provide them to **The Loftin Firm**:

1. Signed copy of your Federal Income Tax return with all schedules and attachments, including any W-2's for 2009 (if you filed and income tax return); or if you are self-employed, your last two Federal Income Tax returns, plus a year-to-date income and expense statement.
2. If you are employed, at a minimum, your last two pay stubs from each employer and the address and phone number of your employer(s).
3. Your current title or registration paperwork for your mobilehome.

*Items 1 – 3 are required to certify you as low income, whether you purchase or decide to stay and rent within the community.

Marineland Community Association, Inc. is trying to provide loans (providing there are funds to do so) to certified low income resident who need assistance in paying their membership buy in fee (i.e. price to purchase a membership share). If you anticipate needing a loan of this type, please also include **copies** of the following documents.

4. The two most recent monthly or quarterly statements from all of your bank accounts, including checking, savings, and any other accounts.
5. The two most recent statements from all of your investment accounts, including any investments that provide you interest, dividends, or royalties, such as certifications of deposit (CD), money market accounts, annuities, stocks, bonds, and IRA's and Keoghs.
6. The most recent statements and/or award letters for each pension, Social Security, Veteran Administration (VA) Disability Income and/or Supplemental Security Income (SSI) benefits you receive.
7. The current statement and/or award letters for any other benefits you receive, such as workers compensation, unemployment insurance, or welfare.
8. Obtain a copy of your credit report from a free service such as (i) www.annualcreditreport.com.