

90-DAYS NOTICE OF REDUCTION IN SERVICES OR UTILITIES

TO: Home Owners of [Name of Mobile Home Park] (Park)
 Board of Directors of [Name of Homeowners' Association (if applicable)] (HOA)

FROM: [Name of Mobile Home Park Owner]

DATE: [current date]

RE: Notice of Reduction in Services or Utilities for [Name of Mobile Home Park]

Pursuant to Section 723.037, Florida Statutes, and Rule 61B-32.002, Florida Administrative Code (FAC), this serves as a 90-day notice of reduction in service or utilities for [Name of Mobile Home Park]. Effective [effective date], the lot rental amount will be reduced by \$ _____, and the charge for [identify or describe service or utilities] will be _____. (Insert either separately calculated from the lot rental amount or eliminated as a service.)

The charge for [identify or describe service or utilities] will be the amount charged by the service or utility provider and the charge will increase in accordance with any future increase by the provider.

The reduction in lot rental amount is based upon the annual cost of providing the service or utility as follows:

Current Lot rental amount	\$ _____/month
Reduction in Lot rental amount	\$ _____/month
New Lot rental amount	\$ _____/month

The following home owners are receiving notices of reduction in services or utilities:
 (Affected home owners must be identified by lot number, name, group or phase.)
 Examples:

- (All home owners of the mobile home park.)
- (Home owners of lots numbered 1,2,3,4,5; 10 through 30 and 50 through 80)
- (Home owners of all lots in Phase III)

If you wish to determine the names and addresses of the individuals who will be receiving notices of lot rental amount increases in addition to you, the park office shall make the names and addresses available upon request.

The Board of Directors of the Homeowner's Association [if one has been formed] has also been sent a copy of this notice.

**The park owner is required to retain a copy of the notice in accordance with Rule 61B-32.002(2), Florida Administrative Code. The Park owner is required to retain for three years a written summary of the materials factors for the increase in the lot rental amount (Section 723.037(4)(b), Florida Statutes).*