



Products & Supplies Catalog

**Designed specifically
for RV Parks and Campgrounds**

Publications

Industry resources for efficient park operations

Eviction Forms

Do it right the first time!

Printed Products

Assist you in running your park

Signs

Comply with State law

Plus more!

Available from

California Association of RV Parks & Campgrounds

(formerly CTPA)

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LEGAL FORMS

For Occupants/ Defaulting Occupants

(those persons who have resided
in your park 30 days or less)

EVICTION KIT — 72 Hour Notice *

Kit includes: 2 Eviction Signs, 1 pad each of *72 Hour Notice to Comply with Rules & Regulations* and *72 Hour Notice to Have Vehicle Removed for Failure to Pay*, current RV Occupancy Law, and sample wording that must appear on your registration form. 72 Hour Notice forms are used when evicting occupants who have resided in your park for 30 days or less, and are available separate from the Eviction Kit.

To be in compliance with the law, Eviction Signs, 72 Hour Notices, Registration Forms, and a copy of your park's Rules & Regulations must be used in conjunction with one another.

NOTE: Make sure your Rules & Regulations are up to date and conform to current policies. *Protect your park!*

For Tenants/ Defaulting Tenants

(those persons who have resided in your park more
than 30 days, but less than nine months)

3 Day Notice to Pay Rent or Quit *

This form is used for tenants who have not paid rent within the grace period allowed in your rental agreement. Unlawful detainer action can begin at the conclusion of the three (3) day period of the notice.

3 Day Notice to Perform Covenants *

This form is used for tenants who have not paid all items *other than rent*, such as: utilities, late charges, service charges, etc. Unlawful detainer action can begin at the conclusion of the three (3) day period of the notice.

30 Day Termination of Tenancy Notice *

This form should be used for tenants who are on a month to month tenancy (other than those who are late in paying rent) to whom you no longer wish to rent a space. It should be used whether or not you use the standard "Month to Month" Agreement described below or your own legally-approved form.

For Residents/ Defaulting Residents (those persons who have resided in your park for nine (9) months or more)

Combined Three (3) Day Notice to Pay Rent or Quit & Sixty (60) Day Notice to Terminate Possession *

Pursuant to Civil Code Section 799.70(a), you must serve a Three Day Notice for non-payment of rent, but you must

also serve a Sixty Day Notice to terminate the tenancy of a resident. This form combines both the three day notice and the sixty day notice, so that the times run concurrently. If the resident "cures" the notice (by paying the rent) within three days after he is served with this notice, the sixty day notice is discontinued. However, if he does not "cure" the three day notice within the allotted time, the sixty day termination of tenancy period has already started to run. At the conclusion of the sixty day period, your park can initiate an unlawful detainer action.

Combined Three (3) Day Notice to Perform Covenants or Quit & Sixty (60) Day Notice to Terminate Possession *

This form may be used along with the Three (3) Day Notice to Pay Rent or Quit & Sixty (60) Day Notice to Terminate Possession; however, on this form you should list all items *other than rent*, such as: utilities, late charges, service charges, etc.

Seven (7) Day Notice to Comply with Rules and Regulations *

This form is to be used to encourage residents to comply with your Rules and Regulations. See Civil Code Section 799.70(e).

Sixty (60) Day Notice to Terminate Possession *

This form should be used for residents when the park is terminating their tenancy for the reasons listed in Civil Code Section 799.70, subparts (b) through (g). Since termination of tenancy of a resident for other than non-payment of rent may be more difficult to enforce with an unlawful detainer action, you need to consult with your attorney before you prepare and serve this form.

Rental Agreements

Month to Month Rental Agreement *

A standard rental agreement for use with monthly rentals. We strongly suggest that you do not take **new** tenants in under this agreement. This agreement is designed to be as versatile as possible and may contain some sections that do not apply to your park.

Tenants' Personal and Credit Application

A standard form. A convenient way to check a prospective tenant's credit prior to renting.

RV Storage Agreement *

Use this special NCR 2-part agreement to cover the storage of RVs in your storage area. Cites park's non liability for damage and allows lien for unpaid storage rent.

OTHER FORMS

Requirement to "Depart from Site on Specified Date"

Civil Code § 1866 allows removal of a recreational vehicle from a recreational vehicle park when the guest fails to depart by the checkout time on the agreed date *only* under the following conditions:

1. The guest has occupied the space for 30 days or less.
2. The space is needed for an arriving person with a contractual right to the space (typically, this will mean that the arriving person has a reservation).

This form is part of the proper procedures which must be followed. Detailed procedures are posted at www.calarvc.com.

Good Morning

This handy 4" x 6" form in triplicate NCR is for tagging those late arrivals who fail to use the night registration. It welcomes campers to your park, invites them to stop and register, and provides you with space to record their license number.

Date _____
Space No. _____
License No. _____ State _____
GOOD MORNING!
Thanks for stopping to spend some time with us. It appears that you arrived after our office was closed and/or missed our night registration desk.
Our office opens at _____ A.M. Please stop and register as soon as possible, so we will know how long you are staying with us.
Have a nice day. If you must leave today, have a safe journey. Please stop and see us again soon.
<small>Failure to register and pay fees is a crime under California Penal Code, Section 537, and is punishable by a fine of up to \$1000 and imprisonment of up to 6 months. white/camper; yellow/office; pink/police dept.</small>

Eviction Sign

A 11" x 14" sign which must be posted at all entrances informing RV occupants present 30 days or less they may be removed for failure to pay or to comply with rules and regulations. There is also space for the local law enforcement phone number. (Also included in the Eviction Kit.)

NOTICE
Recreational Vehicles Present in the Park for 30 days or less may be removed from the premises for any of the following reasons:
1. Failure to pay for occupancy at this recreational park.
2. Failure to comply with the rules and regulations of this recreational park. <small>(Civil Code Sections 799.20 et. seq.)</small>
3. Vacate on a specific date. <small>(Civil Code Section 1866)</small>
Telephone number for local traffic law enforcement agency. _____

Penal Code Section 537 - Innkeepers Sign

A 11" x 14" silk-screened plastic sign stating that anyone leaving your park without paying is liable for either a fine not to exceed \$1000 or imprisonment in the county jail for a term not to exceed six months, or both (California Penal Code Section 537). You should have one posted at your night registration area and perhaps in each bathroom.

CALIFORNIA PENAL CODE SECTION 537
<small>Any person who obtains any food or accommodations at ... public or private campground, without paying therefor, with intent to defraud the proprietor or manager thereof, or who obtains credit at ... public or private campground by the use of any false pretense, or who, after obtaining credit, ... absconds, or surreptitiously, or by force, menace, or threats, removes any part of his or her baggage therefrom with the intent not to pay for his or her food or accommodations is guilty of a public offense punishable as follows: If the value of the credit, food, or accommodations is four hundred dollars (\$400) or less, by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment in the county jail for a term not exceeding six months, or both.</small>

SIGNS

Member Sign - New Logo!

Show your affiliation with CalARVC with this 18" x 24" sign in full color. This durable metal sign is perfect for posting outdoors at your park entry, or registration area.



Emergency Information Sign

A 11" x 14" silk screened plastic sign (to be posted in a conspicuous place on the park premises (Title 25, Chapter 2, Section 1686) with space for you to write in the required emergency information.

EMERGENCY INFORMATION	<small>Provided By:</small>
1. Fire Department _____ Phone _____	
Location of nearest alarm box (if available) _____	
2. Sheriff/Police _____ Phone _____	
3. Park personnel responsible for operation/maintenance _____ Park office phone _____	
Park Location _____	
4. Nearest Public Telephone _____	
5. Park Inspection Agency _____	

PUBLICATIONS

"A Practical Guide to the Eviction Process"

This guide provides step by step information to carry out an eviction. It includes a copy of the Recreational Vehicle Occupancy Law (RVPOL).

Personnel Manual

- ❖ A policy & procedure manual for management in RV parks & campgrounds
- ❖ An Employee Guidebook for employees in RV parks & campgrounds
- ❖ An Injury Prevention Plan



Occupancy Statistic Booklet

This booklet details the results of occupancy statistics gathered monthly by CalARVC. The results are broken down by region and depicted in charts and graphs. The annual results for 10 years are compared. Also included are the results of the annual rate survey.

Could you perform a Legal California Eviction?

In order to perform a legal eviction several things must be in place.

- ❖ Each camper must sign a registration form which contains specific information (see below).

NOTICE TO GUESTS

A recreational vehicle may be removed from the premises without judicial hearing if the occupant has been in the park for 30 days or less for any of the following reasons:

- (1) failed to pay for his/her occupancy in the park
- (2) failed to comply with the park's rules and regulations
Pursuant to CA Civil Code Sections 799.20 et. Seq.
- (3) failure to vacate on specified date
Pursuant to CA Civil Code Section 1866

I have received a copy of the park's rules and regulations.

Signature of Guest _____

Traffic Law Enforcement Agency: (phone number)

The management reserves the right to refuse service to anyone and will not be responsible for accidents, injuries or loss of money, jewelry or valuables of any kind.

- ❖ You must give the camper a copy of your park's rules and regulations. Your park rules can be on the back of a site map given to each camper. We also recommend that your rules contain the statement, "All guests must comply with all federal, state and local laws."

- ❖ You must post a sign at your park's entrance which provides notice that campers can be evicted, the reasons for eviction, and the phone number of the traffic law enforcement agency. We also suggest posting a sign in the registration area.

If an eviction becomes necessary you must use in the correct sequence the proper forms which cite the sections of the California Civil Code. The Eviction Kit includes 2 signs, sample registration forms, and 72-hour notices. Check your procedures to verify they are in compliance.

TAGS

CAMP, DAY & CAR Tags

Durable card stock, die cut to fit over rear view mirror, given to your guests upon registration. Camp Tags are Ivory, Day Tags are Green, and Car Tags are Pink. Back sides have either a brief satisfaction survey or basic rules (see samples below).

PLEASE HANG ON REAR VIEW MIRROR OR VISOR

SITE

CAMP

OUT

Camp Tag - front (ivory)

PLEASE HANG ON REAR VIEW MIRROR OR VISOR

SITE

CAR

OUT

Car Tag - front (pink)

PLEASE HANG ON REAR VIEW MIRROR OR VISOR

LISC.

PEOPLE

DAY

OUT

Day Tag - front (green)

CalARVC

THANKS FOR COMING

The following information would be helpful in our effort to provide an enjoyable camping experience.

Please fill out and turn in at office or gate when you leave.

1. Is this your first visit to our park? Yes No
2. How did you learn of our park? _____
3. Home City _____ State _____
4. Number of nights stayed? _____
5. What did you like most about our park? _____
6. Comments: _____

Please turn in when leaving

Camp & Car Tags - back

CalARVC

Thanks for coming, please observe the following:

1. Do not move picnic tables.
2. Deposit all trash in containers.
3. All pets must be on leash.
4. No pets allowed in buildings or swimming area (beach or pool).
5. No rowdiness or drunkenness.
6. Respect the rights of others.
7. No guns, bows & arrows, sling shots, etc.
8. Management reserves the right to revoke this permit.
9. Management is not responsible for accidents, injuries, thefts or loss to anyone.
10. Drive slowly.

Day Tag - back

Revised 8/08

An asterisk () indicates forms which were specifically drafted for CalARVC and reviewed by CalARVC's legal advisor to meet the requirements of current law. Proper use of these forms, when required, can save you time and protect you from potential legal problems and mistakes. The forms are for general usage only and are not a substitute for individualized documents and advice by legal professionals. Prior to using these forms, you should consult with your lawyer.*

Prices are shown on Price List/Order Form.