



## Freedom Hill Cooperative, Inc

11 Redwood Rd, Loudon NH 03307

(603) 545-1239 [www.FHCoop.org](http://www.FHCoop.org) [askfhc@fhcoop.org](mailto:askfhc@fhcoop.org)

### MEMBERSHIP APPLICATION PROCESS

- 1 Once you have begun the purchase of a home within the park, obtain the items from the checklist below. The checklist indicates which forms are available on our website
- 2 Mail your completed forms, along with a check for the non-refundable application fee, to Freedom Hill Cooperative Inc, 11 Redwood Rd, Loudon NH 03307
- 3 Expect a phone call if more information is needed, or to set up an interview with the Membership Committee of the park
- 4 After the interview, you will receive a written notification of your acceptance. You may use this letter to initiate the closing on your home. The refundable Membership Fee of \$1,000 must be paid no later than at the time of the closing, and prior to move-in. Also before move-in, you must sign an Occupancy Agreement

*It is helpful to review the Park Rules and By-Laws prior to your interview, both available on our website. The process can take up to 2 weeks from receipt through approval*

### MEMBERSHIP APPLICATION CHECKLIST

- ☐ **Application for Membership** This form is available on our website. The application should be as complete as possible, attaching extra pages if necessary, or using the reverse sides. Anyone who will not be residing in the home may witness your signatures. Proof of 2 years of tax returns will be needed
- ☐ **Check made out to Freedom Hill Cooperative, Inc** in the amount of **\$125.00**, as the non-refundable application fee, *must be mailed with the application*. This covers the cost of drawing credit report(s) and criminal background check(s)
- ☐ **Authorization to Obtain Credit Report** This form is available on our website. The cost for this report is included in the application fee. One form should be completed for each applicant, and should be *mailed along with the application*
- ☐ **Criminal Records Release Authorization Form** This form is available on our website. One report should be obtained for each applicant, as well as for any home occupant aged 18+ and should be *mailed along with the application*. You must now obtain your own Criminal Background report, which can be done by bringing the form to the Department of Safety on Hazen Drive in Concord, NH.  
**NOTE:** any applicant coming from outside of NH needs to provide a Criminal Records Report from their state of residence.
- ☐ **Check made out to Freedom Hill Cooperative, Inc** in the amount of **\$1,000**, as the Membership Fee. This may be included in the closing costs as well, or paid at the closing, but prior to move-in
- ☐ **Occupancy Agreement** This form is available on our website. This agreement must be signed prior to move-in. It is the contractual agreement between residents and the Cooperative, and lists all occupants of the home, including minor children