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Disclaimer: The information provided herein may not be a complete statement of the requirements under the MHT Master Ground Lease ("Ground Lease") or the applicable CC&Rs. If there is any conflict between this document and the Ground Lease or the CC&Rs, the terms of the Ground Lease and the CC&Rs shall govern.

Appeals Procedures for MHT Board Decisions

<u>Purpose:</u> An applicant or homeowner has the right to appeal a decision made by MHT regarding homeownership, housing, occupancy verification or another area of concern. The appeals process follows the order below. In the event that the concerns are not adequately addressed at the first level, the applicant may appeal to the next level.

MHT is not responsible for a mortgage lender's decision of credit worthiness. Appeals cannot be made to MHT when a mortgage lender has denied credit.

- 1. MHT Staff Appeal Process: Appeals can be brought in person or in writing to the MHT Staff. The staff will hear the complaint and explain to the applicant the policy used to make decisions.
- 2. <u>Committee Appeals Process</u>: A committee comprised of the Executive Director, the Board President and the Chair of the Policy will privately deliberate and provide a written decision, including an explanation, to the person filing the complaint within 30 days.
- 3. <u>Board of Directors:</u> An appeal can be brought in person or in writing to the Board of Directors. The Board of Directors will provide its decision, including an explanation, in writing within 30 days. The Board's decision is final.

Appeals Procedure 3/11/2020