

Sections I & III Homeowner



NOTE:

Home Owner Manual

References in this manual to Horton Homes, Inc. also pertain to Dynasty Homes, Inc.

Sept 21, 2010

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TH HORTON HOMES, INC.

POST OFFICE DRAWER 4410
EATONTON, GA 31024
(706) 485-8506

Customer's Name: _____

Date of Purchase: _____

Serial Number: _____

KEEP THIS BOOKLET WITH YOUR MANUFACTURED HOME

Title VI of the Housing and Community Development Act of 1974 provides you with protection against certain construction and safety hazards in your manufactured home. To help assure your protection, the manufacturer of your manufactured home needs information which these cards, when completed and mailed, will supply. If you bought your home from a dealer, please be sure that your dealer has completed and mailed a registration card for you. If you acquire your home from someone who is not a dealer, you should promptly fill out and send a registration card to the manufacturer. It is important that you keep this booklet and give it to any person who buys the manufactured home from you.

HOME OWNER'S MANUAL

N. D. HORTON, JR.
President

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Built for a Lifetime



DYNASTY HOMES, INC.

A Division of Horton Industries, Inc.
POST OFFICE BOX 4468
EATONTON, GA 31024

TEL: (706) 485-7777
FAX: (706) 485-5982

Customer's Name: _____

Date of Purchase: _____

Serial Number: _____

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FIRST CLASS MAIL PERMIT NO. 62 EATONTON, GA

POSTAGE WILL BE PAID BY ADDRESSEE

HORTON HOMES
P.O. BOX 4410
EATONTON, GA 31024-9981

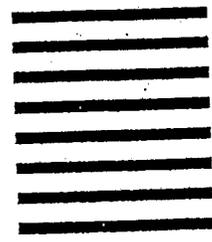


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P.O. BOX 4410
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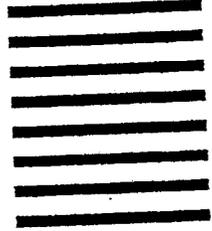


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POST OFFICE DRAWER 4468
EATONTON, GA 31024-4468

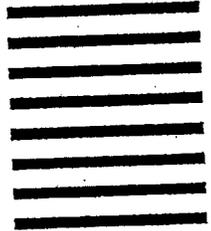


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EATONTON, GA 31024-4468



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DEALER/OWNER ENTRIES

DEALER: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____ TEL: _____

PURCHASER: _____ DATE OF SALE: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____ TEL: _____

LOCATION OF HOME

ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____

MANUFACTURER ENTRIES

DATE OF MFG: _____ SERIAL NO. _____ MODEL _____
ROOF ZONE: __S__M__N TEMP ZONE: __1__2__3 WIND ZONE: __1__2__3

NEW OWNER SURVEY

SERIAL NO. _____ DATE: _____
DEALER: _____
PURCHASER: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____ TEL: _____

SURVEY QUESTIONS

1. Why did you choose a Horton Home? _____
2. What do you like most about your Horton Home? _____
3. Would you recommend a Horton Home to your friends? _____
4. Did the Retail Sales Center meet your expectations? (If no, please explain) _____
5. Recommendations/Comments: _____

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HHORTON HOMES, INC.

Post Office Drawer 4410
EATONTON, GA 31024

Telephone (706) 485-8506

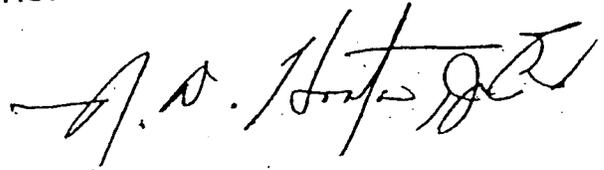
Dear Home Owner:

Enclosed is some pertinent information concerning the setup and maintenance of your home. The following information should be used as guides only, and some items will not apply.

Thank you for buying our product and we hope you will recommend us to your friends.

Sincerely,

HORTON HOMES, INC.



By: N.D. Horton, Jr.
President

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DYNASTY HOMES, INC.

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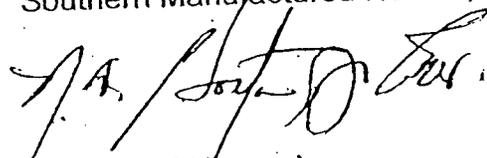
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Enclosed is some pertinent information concerning the setup and maintenance of your home. The following information should be used as guides only, and some items will not apply.

Thank you for buying our product and we hope you will recommend us to your friends.

Sincerely,

Southern Manufactured Homes, Inc.



By: N. D. Horton, Jr.
President

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A SPECIAL WORD TO YOU THE MANUFACTURED HOME OWNER

The National Manufactured Housing Construction and Safety Standards Act of 1974 was enacted to improve the quality and durability of manufactured homes to reduce the number of injuries and deaths caused by manufactured home accidents. The Federal Manufactured Housing Construction and Safety Standards issued under the Act, govern how manufactured homes must be constructed. Your manufactured home was manufactured to these standards. These standards cover the planning and construction of your home. They were developed so that you would have a safe, durable home. These standards do not cover such aspects of the manufactured home as furniture, carpeting, certain appliances, cosmetic features of the home, and additional rooms or additions of the home that you have added.

The Act provides that if for some reason your manufactured home is found not to meet the standard or to contain safety hazards, the manufacturer of the manufactured home must notify you of that fact. In some cases where there is a safety hazard involved, the Act requires the manufacturer to correct the manufactured home at no cost to you or to replace it or refund all or a percentage of the purchase price. If you believe you have a problem for which the Act provides a remedy, you should contact the manufacturer, the manufactured home agency in your state (see the list of manufactured home agencies in this manual), or the Department of Housing and Urban Development. Our address is printed on the front cover of this manual. We recommend that you contact us first, because that is the quickest way to have your complaint considered.

To assist us should we need to contact you, please complete the self addressed stamped owner registration card which we have provided and mail it to us.

HORTON HOMES, INC.

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- EXTERIOR MAINTENANCE
- INTERIOR MAINTENANCE
- APPLIANCES
- UTILITY SYSTEMS
- HEATING AND COOLING SYSTEMS
- MOISTURE CONTROL
- SPECIAL INFORMATION
 - Health Notice
 - Insurance
 - Moving

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HOMEOWNER'S RESPONSIBILITIES

OWNER'S RESPONSIBILITIES

The owner is responsible for normal maintenance as described in the home owner's manual. If a problem occurs which the owner believes is covered by this warranty, the owner should contact the dealer from whom the home was purchased, provide the dealer with a good description of the problem, and cooperate so that the problem can be resolved by the dealer.

IF THE DEALER DOES NOT RESOLVE THE PROBLEM

If the dealer is unable to resolve a problem which the owner is convinced is covered by the warranty, the owner should contact Horton Homes, Inc. at the address listed below. Provide in writing a description of the problem and the attempts made to resolve it. Notice must be given to the manufacturer within (12) twelve months of purchase of the home in order to validate warranty protection. The manufacturer's obligation to resolve problems covered by warranty is conditioned upon receiving a timely notice directly from the homeowner as stated in our limited one-year warranty.

Homeowner's notice to dealer is not notice to the manufacturer for warranty repairs. Please note the Homeowner's Pre-Occupancy Inspection Report immediately following this page. Please ensure it is completed and mailed to Horton Homes, Inc., P. O. Drawer 4410, Eatonton, Georgia 31024. You and your dealership should also retain a copy so the dealer can address any concerns you may have in a timely manner. Additionally, duplicate all future warranty concerns that you send your dealer and mail to Horton Homes Service Department, P. O. Drawer 4410, Eatonton, GA 31024

HAS YOUR HOME WARRANTY CARD INFORMATION BEEN SENT TO HORTON HOMES AS WELL AS ANY OTHER WARRANTY CARD INFORMATION SUCH AS APPLIANCES, FURNACE, ETC.?

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HOMEOWNER'S RESPONSIBILITIES

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HAS YOUR HOME WARRANTY CARD INFORMATION BEEN SENT TO DYNASTY HOMES AS WELL AS ANY OTHER WARRANTY CARD INFORMATION SUCH AS APPLIANCES, FURNACE, ETC.?

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HOMEOWNER'S PRE-OCCUPANCY INSPECTION REPORT

HOMEOWNER _____
ADDRESS _____
TELEPHONE _____
DATE OF PURCHASE _____
DEALERSHIP _____
HOME SERIAL # _____
DATE OF INSPECTION _____

(Please submit after inspection with dealer and prior to occupancy.)

Horton Homes wants to be certain that your new home is complete and in satisfactory condition. When signed this form indicates the home has been inspected and the homeowner agrees on the condition of their new home.

Note: Your Dealership will resolve Cosmetic items noted during inspection. This is your only opportunity to obtain service on such items. Subsequent repair of cosmetic problems will be considered after delivery damage and becomes the homeowner's responsibility.

Please initial on the appropriate line as you inspect your home with your dealership. List any areas you feel require attention on the blank lines below each room. Retain a copy of this inspection report and mail a copy to Horton Homes, Inc. at the address listed on the last page of this report.

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PRE-OCCUPANCY CHECK LIST

PLEASE INITIAL EACH ITEM INSPECTED

FAMILY ROOM

- ceiling
- walls
- floor
- window(s)
- door(s)
- fireplace
- fan

FINDINGS: FAMILY ROOM

DINING ROOM

- ceiling
- walls
- floor
- window(s)
- door(s) & lock(s)
- Lt. Fixture(s) & globes
- fan

FINDINGS: DINING ROOM

KITCHEN

- ceiling
- walls
- floor
- window(s)
- cabinetry
- countertop(s)
- sink bowls(s)
- light fixtures and globe(s)
- range
- hood fan
- appliances
- fan

FINDINGS: KITCHEN

UTILITY ROOM

- ceiling
- walls
- floor
- cabinetry
- H/C water
- dryer hook-up
- drain hook-up
- light fixtures(s) & globes(s)
- door(s) & lock(s)

FINDINGS: UTILITY ROOM

BEDROOM #1

- ceiling
- walls
- floor
- window(s)
- closets(s)
- door(s) & lock(s)
- light fixtures(s) & globes(s)
- fan

FINDINGS: BEDROOM #1

BATHROOM #1

- fixtures
- ceiling
- walls
- floor
- windows(s)
- cabinetry
- countertops
- mirrors
- door(s) & lock(s)
- Lt. Fixture(s) & globe(s)
- fan

FINDINGS: BATHROOM #1

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USE THE BACK OF THIS PAGE TO EXPLAIN IF ADEQUATE SPACE IS NOT AVAILABLE

PRE-OCCUPANCY CHECK LIST

PLEASE INITIAL EACH ITEM INSPECTED

BEDROOM #2

- ceiling
- walls
- floor
- window(s)
- closet(s)
- door(s) & lock(s)
- Lt. Fixture(s) & globes(s)
- fan

BEDROOM #3&4

- ceiling
- walls
- floor
- window(s)
- closet(s)
- door(s) & locks(s)
- light fixtures(s) & globes(s)
- fan

BATHROOM #2&3

- fixtures
- ceiling
- walls
- floor
- windows(s)
- cabinetry
- countertop(s)
- mirror(s)
- door(s) & lock(s)
- Lt. Fixturc(s) & globc(s)
- fan

FINDINGS: BEDROOM #2

FINDINGS BEDROOM #3&4

FINDINGS BATHROOM #2&3

EXTERIOR:

- siding
- roof
- windows
- doors
- lights
- fireplace stack

FINDINGS: EXTERIOR

We have reviewed all items above during the course of the inspection with our dealership.
Any items requiring attention were noted.

HOMEOWNER'S
SIGNATURE: _____

DATE _____

PLEASE MAIL TO:

HORTON HOMES, INC.
P. O. DRAWER 4410
EATONTON, GA 31024

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PRE-OCCUPANCY CHECK LIST

PLEASE INITIAL EACH ITEM INSPECTED

BEDROOM #2

- ceiling
- walls
- floor
- window(s)
- closet(s)
- door(s)&lock(s)
- lt. Fixture(s) & globes(s)
- fan

BEDROOM #3&4

- ceiling
- walls
- floor
- window(s)
- closet(s)
- door(s) & locks(s)
- light fixtures(s) & globes(s)
- fan

BATHROOM #2&3

- fixtures
- ceiling
- walls
- floor
- windows(s)
- cabinetry
- countertop(s)
- mirror(s)
- door(s) & lock(s)
- lt. Fixture(s) & globe(s)
- fan

FINDINGS: BEDROOM #2

FINDINGS BEDROOM #3&4

FINDINGS BATHROOM #2&3

EXTERIOR:

- siding
- roof
- windows
- doors
- lights
- fireplace stack

FINDINGS: EXTERIOR

We have reviewed all items above during the course of the inspection with our dealership.
 Any items requiring attention were noted.

HOMEOWNER'S
 SIGNATURE: _____

DATE _____

PLEASE MAIL TO:

DYNASTY HOMES, INC.
 P. O. DRAWER 4410
 EATONTON, GA 31024

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HOME DATA AND WARRANTY INFORMATION

Should service be needed for your home or any of the appliances, it will save you time and effort if information regarding the service representatives is readily available. The retailer who sold your home to you will have this and can give it to you. It may also be located in the operational instructions that usually accompany the various appliances. For problems, which you feel we are responsible, contact us at our address which is imprinted on the cover of this manual.

A CONVENIENT LIST FOR YOU TO KEEP

Dealer From Whom You Purchased Your Home:

Dealer Name _____

Dealer Address _____

City _____

Date of Purchase _____

Model of Manufactured Home _____

Serial Number _____

Size of Tires _____

Suggested Air Pressure _____ Lbs.

Range Model _____

Air Conditioner Make _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

Refrigerator Make _____

Hot Water Heater _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

Washer Make _____

Other Appliances _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

Dryer Make _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

Furnace Make _____

Model No. _____

Serial No. _____

Model No. _____

Serial No. _____

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HOMEOWNER'S MODEL / SERIAL NUMBER RECORD FORM

WASHER SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

DISHWASHER SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

HOT WATER HEATER SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

WASHER SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

DRYER SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

GARBAGE DISPOSAL SERVICE
MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

EMERGENCY NUMBERS

MODEL NUMBER _____

MAKE _____

REPRESENTATIVE _____

PHONE _____

WARRANTY EXPIRATION DATE _____

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SECTION III

DEALER'S OBLIGATIONS

WARRANTY

LIST OF STATE ADMINISTRATIVE AND PRIMARY INSPECTION AGENCIES

ZONE MAPS

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DEALER'S OBLIGATIONS

The dealer is responsible for arranging for delivery of the home to the retail purchaser's site, for stalling (or arranging for the installation) of the home at the site, for inspecting the home before is occupied by the owner and, if necessary, for making minor adjustments to the home. otification to dealer of warranty claims does not constitute warranty claim notification to the manufacturer.

LIMITED ONE-YEAR WARRANTY

Horton Homes, Inc. warrants to the original retail purchaser and the original dealer of each new manufactured home by Horton Homes, Inc. that each part of the manufactured home shall be free under proper use, service and installation from substantial defects in material and workmanship for a period of one (1) year after the initial delivery of the manufactured home to the original retail purchaser. (This warranty is not transferable.)

The foregoing warranty shall not apply to (1) parts or equipment covered by an individual warranty from their respective manufacturer or (2) any manufactured home which has been repaired or altered by unauthorized persons in any way that affects its reliability or which has been subject to improper set-up, misuse, negligence, or accident once received by the purchasing retail Dealership.

The obligation of Horton Homes, Inc. under the foregoing warranty shall be limited to making good within a reasonable time, not to exceed sixty (60) days, at their factory only part or parts of the manufactured home which shall be returned to them within one (1) year, or to making good at the site of the home any part or parts of the manufactured home which are found to be defective in materials or workmanship and which defect is promptly reported in writing to Horton Homes, Inc. within one (1) year after delivery of the manufactured home to the original retail purchaser. The replacement of any part or parts of the manufactured home and the labor involved in such replacement shall be done at no additional expense to the purchaser.

In order to obtain service under the foregoing warranty the purchaser shall (1) ascertain and follow all instructions in the Owner's Manual relating to care and maintenance of the manufactured home. (2) Promptly report in writing any perceived defects in materials or workmanship to the service department of Horton Homes, Inc. at its factory location in Eatonton, Georgia, 31024, (706) 485-8506.

This warranty gives you specific legal rights. You may also have other legal rights which vary from state to state. Horton Homes, Inc. makes the foregoing warranty expressly IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS, WHICH IMPLIED WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED, and expressly in lieu of any other obligation on the part of the manufacturer. Horton Homes, Inc. has not authorized any DEALER or other person to make any representations or to assume any liability on behalf of Horton Homes, Inc.

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Dynasty Homes, Inc. warrants to the original retail purchaser and the original dealer of each new manufactured home by Dynasty Homes, Inc. that each part of the manufactured home shall be free under proper use, service and installation from substantial defects in material and workmanship for a period of one (1) year after the initial delivery of the manufactured home to the original retail purchaser. (This warranty is not transferable.)

The foregoing warranty shall not apply to (1) parts or equipment covered by an individual warranty from their respective manufacturer or (2) any manufactured home which has been repaired or altered by unauthorized persons in any way that affects its reliability or which has been subject to improper set-up, misuse, negligence, or accident once received by the purchasing retail Dealership.

The obligation of Dynasty Homes, Inc. under the foregoing warranty shall be limited to making good within a reasonable time, not to exceed sixty (60) days, at their factory any part or parts of the manufactured home which shall be returned to them within one (1) year, or to making good at the site of the home any part or parts of the manufactured home which are found to be defective in materials or workmanship and which defect is promptly reported in writing to Dynasty Homes, Inc. within one (1) year after delivery of the manufactured home to the original retail purchaser. The replacement of any part or parts of the manufactured home and the labor involved in such replacement shall be done at no additional expense to the purchaser.

In order to obtain service under the foregoing warranty the purchaser shall (1) ascertain and follow all instructions in the Owner's Manual relating to care and maintenance of the manufactured home. (2) Promptly report in writing any perceived defects in materials or workmanship to the service department of Dynasty Homes, Inc. at its factory location in Eatonton, Georgia, 31024, (706) 485-8506.

This warranty gives you specific legal rights. You may also have other legal rights which vary from state to state. Dynasty Homes, Inc. makes the foregoing warranty expressly IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS, WHICH IMPLIED WARRANTIES ARE HEREBY EXPRESSLY EXCLUDED, and expressly in lieu of any other obligation on the part of the manufacturer. Dynasty Homes, Inc. has not authorized any DEALER or other person to make any representations or to assume any liability on behalf of Dynasty Homes, Inc.

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Home Construction
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ARBITRATION REQUIRED

All disputes, claims, or controversies arising from or relating to this contract or the relationships which arise from the underlying transaction, or the validity of this arbitration clause, shall be resolved by binding arbitration by one arbitrator selected by the Warrantor with the consent of the homeowner(s). This arbitration clause relates to a transaction in interstate commerce, and shall be governed by the Federal Arbitration Act at 9 U.S.C. Section 1. Judgment upon the award rendered may be entered into any court having jurisdiction. The parties agree and understand that they choose arbitration instead of litigation to resolve disputes. The parties agree and understand that they have a right or opportunity to litigate disputes through a court but they prefer to resolve their disputes through arbitration, except as provided herein. **THE PARTIES VOLUNTARILY AND KNOWINGLY WAIVE ANY RIGHT THEY HAVE TO A JURY TRIAL EITHER PURSUANT TO ARBITRATION UNDER THIS CLAUSE OR PURSUANT TO A COURT ACTION BY HOMEOWNER(S).** The parties agree and understand that all disputes arising under case law, statutory law, and all other laws including, but not limited to, all contract, tort and property disputes, will be subject to binding arbitration in accord with this provision. The parties agree and understand that the arbitrator shall have all powers provided by law. These powers shall include all legal and equitable remedies, including, but not limited to, money damages, declaratory relief and injunctive relief. Costs of arbitration, exclusive of the parties' attorney's fees and expenses, shall be paid in full by Horton Homes, Inc.

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The warranty covers only defects which become evident within the applicable warranty period and where written notice is provided to the manufacturer before the expiration of the warranty period.

This warranty does not cover:

1. Normal maintenance as described in the Home Owner's Manual.
2. Problems resulting from failure to comply with instructions contained in the Home Owner's Manual.
3. Appliances, accessories and optional equipment provided by the retailer.
4. Tires, wheels, and axles.
5. Problems caused by improper setup or leveling.
6. Damages caused by improper site conditions such as failure to properly ventilate underpinning skirting, when installed, failure to provide a vapor barrier as described in the Home Owner's Manual, failure to provide proper site drainage and damage that results from inadequate soil compaction.
7. Damages caused by the use of a kerosene heater or other type fuel burning unvented heater in the home.
8. Problems caused by abuse, misuse, negligence, accidents, alterations, or modification of home.
9. Normal deterioration due to wear or exposure.
10. Damage caused by collision, falling objects, fire, weight of ice and snow.
11. Problems arising incident to or after any relocation of the home.
12. Damage caused by the action of any third party.
13. Damages due to unusual weather phenomenon.
14. Defects in appliances, furniture, bedding, draperies, carpet, or other products whose manufacturers provide a separate warranty. These warranties were provided in the Homeowner's packet.
15. Damage caused by additions and/or accessories added to the home that are not in compliance with manufacturer recommendations or local building codes.

The Owner's obligation is to be responsible for normal maintenance as described in the Home Owner's Manual; to provide us with your name, location of the home, and serial number of the home. You may have emergency repairs made in order to avoid damage to the home. We will include reasonable emergency repair cost in our adjustment of a warranty claim. We will need receipts to verify these costs before our payment is made. You will be required to cooperate with us in our effort to investigate any claim. If you fail to cooperate, we have the right to deny your claim and reimbursement will be based on fair market value for the area in which the house is located.

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Home Construction
And Site Construction

Supplement for SAAs and PIAs - Lists of State Administrative Agencies (SAAs) and Primary Inspection Agencies (PIAs) Approved by HUD.

ALABAMA

Mr. Jim Sloan, Administrator
Alabama Manufactured Housing Commission
350 S. Decatur Street
Montgomery, AL 36104-4306
PH: (334) 242-4036 ext. 25
FAX: (334) 240-3178
Designee: **Tommy Colley**

ALASKA - Use HUD address at list end.

ARIZONA

Mr. Robert Barger, Director
Arizona Department of Fire Building and Life Safety
Office of Manufactured Housing
1100 West Washington, Suite 100
Phoenix, AZ 85007-2935
PH: (602) 364-1003
FAX: (602) 364-1052
Designee: **Gary Grounds**

ARKANSAS

Mr. Whit Waller, Director
Arkansas Manufactured Home Commission
101 E. Capitol, Suite 210
Little Rock, AR 72201-5705
PH: (501) 324-9032
FAX: (501) 683-3538

CALIFORNIA

Mr. Kevin Cimini, Administrator
Department of Housing and Community Development
Manufactured Housing Section
1800 Third Street, Suite 260
P.O. Box 31
Sacramento, CA 95812-0031
PH: (916) 445-3338 (main)
FAX: (916) 327-4712

COLORADO

Steve Bernia, Program Manager
Housing Technology & Standards Section
Division of Housing
1313 Sherman Street, #321
Denver, CO 80203-2244
PH: (303) 866-4616
FAX: (303) 866-3072

CONNECTICUT - Use HUD address at list end.

DELAWARE - Use HUD address at list end.

DISTRICT OF COLUMBIA (Washington, D.C.) - Use HUD address at list end.

FLORIDA

Dr. Dwight F. Davis, Chief
State of Florida
Division of Motor Vehicles
Bureau of Mobile Homes and RV
2900 Apalachee Parkway, MS66
Tallahassee, FL 32399-0640
PH: (850) 617-2808
FAX: (850) 488-7053
Designee: **Chuck Smith**, Program Manager
Consumer Complaint: Vicky Ladd
PH: (813) 740-4298 ext. 233

GEORGIA

Mr. Chris Stephens, Asst. State Fire Marshal
Manufactured Housing Division
State Fire Marshal's Office
#2 Martin Luther King Jr. Dr.,
#620 West Tower
Atlanta, GA 30334
PH: (404) 656-3687 or (404) 656-9498
FAX: (404) 657-6971

HAWAII - Use HUD address at list end.

IDAHO

Mr. C. Kelly Pearce, Administrator
Division of Building Safety - Building Bureau
1090 E. Watertower Street
Meridian, ID 83642
P.O. Box 83720
Meridian, ID 83720-0600
PH: (208) 332-3950
FAX: (208) 855-2164
Designee: **Tom Rodgers**

ILLINOIS

Mr. John D. Reilly, Jr., Section Chief
Illinois Department of Public Health
Division of Environmental Health
General Engineering Section
525 West Jefferson Street
Springfield, IL 62761
PH: (217) 782-5830
FAX: (217) 785-0253

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HORTON HOMES, INC.
Supplement for SAAs and PIAs – Lists of State Administrative Agencies
(SAAs) and Primary Inspection Agencies (PIAs) Approved by HUD.

INDIANA

Ms. Richelle Wakefield, CBO
Director Fire & Building Code Enforcement
Indiana Department of Homeland Security
Division of Fire & Building Safety
302 W Washington Street, Room E-241
Indianapolis, IN 46204
Phone: (317) 233-1407
Fax: (317) 233-0307

IOWA

Mr. Rich Bolten, Manufactured Housing
Coordinator
State Fire Marshall Office
215 E. 7th Street
Des Moines, IA 50319-0047
PH: (515) 725-6140
FAX: (515) 725-6172

KANSAS - Use HUD address at list end.

KENTUCKY

Mr. Harry J. Rucker, Chief
Manufactured Housing Division
State Fire Marshal's Office
101 Sea Hero Road, Suite 100
Frankfort, KY 40601-4322
PH: (502) 573-0365 ext 425
FAX: (502) 573-1004

LOUISIANA

Sammy J. Hoover, Administrator
Manufactured Housing State Administrative
Agency
Louisiana Manufactured Housing Commission
224 Florida Street
Baton Rouge, LA 70811
PH: (225) 342-5919 or (225) 342-2943
FAX: (225) 342-2999

MAINE

Mr. Robert V. LeClair, Executive Director
Manufactured Housing Board
Office of Licensing and Registration
35 State House Station
Augusta, ME 04333-0035
PH: (207) 624-8678
FAX: (207) 624-8637

MARYLAND

Mr. Ed Landon, Director
Maryland Code Administration
Department of Housing & Community
Development
100 Community Place
Crownsville, MD 21032-2023
PH: (410) 514-7220
FAX: (410) 987-8902
Designee: **Charles Cook** -
PH: (410) 514-7217

MASSACHUSETTS - Use HUD address at list end.

MICHIGAN

Mr. Henry L. Green, Executive Director
Bureau of Construction Codes
P.O. Box 30254
Lansing, MI 48909
PH: (517) 241-9347
FAX: (517) 241-6301

MINNESOTA

Mr. Thomas Joachim, Director
Department of Labor and Industry
Construction Codes and Licensing Division
Building Codes & Standards Division
443 Lafayette Road North
St. Paul, MN 55155-4341
PH: (651) 284-5068
FAX: (651) 284-5749
Designee: **Randy Vogt** -
PH: (651) 284-5875

MISSISSIPPI

Mr. Ricky Davis, Chief Deputy
Manufactured Housing Division
State Fire Marshal's Office
Woolfolk State Office Building
P.O. Box 79
Jackson, MS 39205
**(Use the address below for UPS and
FedEx delivery)**
501 North West St., 10th Floor, Suite #1001
Jackson, MS 39201
PH: (601) 359-1061
FAX: (601) 359-1076
Designee: **Gene Humphrey**,
Deputy Fire Marshal

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HORTON HOMES, INC.

Supplement for SAAs and PIAs – Lists of State Administrative Agencies (SAAs) and Primary Inspection Agencies (PIAs) Approved by HUD.

MISSOURI

Mr. Ronald Pleus, Manager
Department of Manufactured Housing and
Modular Units
Missouri Public Service Commission
200 Madison Street, Suite 500
P.O. Box 360
Jefferson City, MO 65102-3254
PH: (573) 751-7119 or (800) 819-3180
FAX: (573) 522-2509

MONTANA - Use HUD address at list end.

NEBRASKA

Mr. Mark Luttich, Department Director
Housing & Recreational Vehicle Department
Nebraska Public Service Commission
P.O. Box 94927
300 The Atrium; 1200 "N" Street
Lincoln, NE 68509-4927
PH: (402) 471-0518
FAX: (402) 471-7709

NEVADA

Ms. Renee Diamond, Administrator
Department of Business & Industry
Manufactured Housing Division
2501 E. Sahara Avenue, Suite 204
Las Vegas, NV 89104-4137
PH: (702) 486-4135
FAX: (702) 486-4309
Designee: Gary Childers

NEW HAMPSHIRE - Use HUD address at list end.

NEW JERSEY

Mr. Peter Desch, P.E. Manager
Bureau of Home Owner Protection
Dept. of Community Affairs
P.O. Box 805
101 South Broad Street
Trenton, NJ 08625-0805
PH: (609) 984-7905
FAX: (609) 984-7952

NEW MEXICO

Mr. Mardie Brandon, Bureau Chief
Manufactured Housing Division
Regulation and Licensing Department
2550 Cerrillos Road
Santa Fe, NM 87505
P.O. Box 25101
Santa Fe, NM 87504
PH: (505) 524-6320, ext. 107
FAX: (505) 476-4702

NEW YORK

Mr. Tim King, Code Compliance Specialist II
Division of Code Enforcement and
Administration
Department of State
11th Floor, Suite 1130
41 State Street
Albany, NY 12231-0001
PH: (518) 474-4073
FAX: (518) 486-4487
Alternate: **Roy Scott**

NORTH CAROLINA

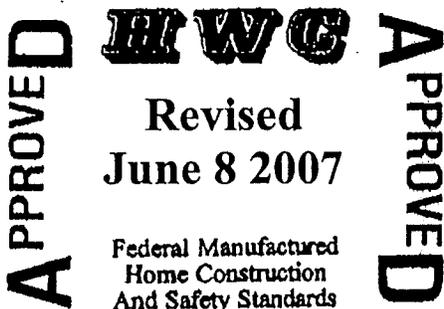
Ms. Hazel T. Stephenson, Deputy Director
NC Department of Insurance
Manufactured Building Division
322 Chapanoke Road, Suite 100
Raleigh, NC 27603
1202 Mail Service Center
Raleigh, NC 27699-1202
PH: (919) 661-5880 ext 215
FAX: (919) 662-4405

NORTH DAKOTA

Mr. Paul Govig, Manager
North Dakota Department of Commerce
Division of Community Services
1600 East Century Avenue, Suite 2
P.O. Box 2057
Bismark, ND 58502-2057
PH: (701) 328-5300
FAX: (701) 328-5320
Designee: **Howard Sage**

OHIO - Use HUD address at list end.

OKLAHOMA - Use HUD address at list end.



HORTON HOMES, INC.

Supplement for SAAs and PIAs – Lists of State Administrative Agencies (SAAs) and Primary Inspection Agencies (PIAs) Approved by HUD.

OREGON

Mr. Mark S. Long, Administrator
Department of Consumer & Business Services
Building Codes Division
P.O. Box 14470
Salem, OR 97309-0404
(Use the address below for UPS and FedEx delivery)
1535 Edgewater Drive, NW
Salem, OR 97309
PH: (503) 378-4133
FAX: (503) 378-4101
Designee: **Albert Endres**
PH: (503) 378-5975
FAX: (503) 378-4101

PENNSYLVANIA

Mr. Mark Conte, Chief
Housing Standards Division
Pennsylvania Department of Community & Economic Development
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225
PH: (717) 720-7416
FAX: (717) 783-4663

RHODE ISLAND

Mr. John Levden, Building Commissioner
State Of Rhode Island Building Code Commission
One Capitol Hill
Providence, RI 02908-5859
PH: (401) 222-3529
FAX: (401) 222-2599
Designee: **Thomas DiDusco**

SOUTH CAROLINA

Mr. David Bennett, Administrator
SC Manufactured Housing Board
P.O. Box 11329
Columbia, SC 29211-1329
PH: (803) 896-4631
FAX: (803) 896-4814
Designee: **Lynne King**, Program Assistant

SOUTH DAKOTA

Mr. Paul Merriman
South Dakota Department of Public Safety
Office of State Fire Marshal
118 West Capitol Avenue
Pierre, SD 57501
PH: (605) 773-3562
FAX: (605) 773-6631

TENNESSEE

Ms. Darlene Warren, Director of
Manufactured Housing
Department of Commerce & Insurance
State Fire Marshal's Office
State of Tennessee
500 James Robertson Parkway, Third Floor
Nashville, TN 37243-1162
PH: (615) 253-5317
FAX: (615) 741-9388

TEXAS

Tim Irvine, Executive Director
Manufactured Housing Division
TX Department of Housing & Community
Affair
221 E. 11 Street
Austin, TX 78701
P.O. Box 12489
Austin, TX 78711-2489
PH: (512) 475-1174 or (800) 500-7074
FAX: (512) 475-4706
Designee: **Cindy Bocz**, Administrator
PH: (512) 475-2884
FAX: (512) 475-4706

UTAH

Mr. Daniel S. Jones, Director
Construction Trades Bureau
Div. of Occupational & Professional Licensing
Department of Commerce
P.O. Box 146741
160 E. 300 South
Salt Lake City, UT 84111-6741
PH: (801) 530-6720
FAX: (801) 530-6511

VERMONT - Use HUD address at list end.

VIRGINIA

Mr. Curtis McIver, Associate Director
State Building Code Administration Office
Department of Housing and Community
Development
Jackson Center, 501 N. Second Street
Richmond, VA 23219-1321
PH: (804) 371-7160
FAX: (804) 371-7092
Designee: **Lorenzo Dyer**

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June 8 2007
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And Safety Standards

HO--52A

Supplement for SAAs and PIAs – Lists of State Administrative Agencies (SAAs) and Primary Inspection Agencies (PIAs) Approved by HUD.

WASHINGTON

Mr. Robert King

Compliance and Inspection Manager
Housing Division
Department of Community, Trade and
Economic Development
Office of Manufactured Housing
P.O. Box 42525
Olympia, WA 98504-2525
**(Use the address below for UPS
delivery)**
Office of Manufactured Housing
WA State Office of Community Development
906 Columbia Street, SW
P.O. Box 42525
Olympia, WA 98504-2525
PH: (360) 725-2953
PH: (800) 964-0852 (Complaints)
FAX: (360) 586-5880

HUD

Office of Manufactured Housing Programs
Office of Regulatory Affairs and Manufactured
Housing
Department of Housing and Urban
Development
451 Seventh Street, SW
Rm. 9164
Washington, DC 20410-8000
Telephone: (202) 708-6423 or (800) 927-
2891.
FAX: (202) 708-4213
Email: **MHS@hud.gov**

WEST VIRGINIA

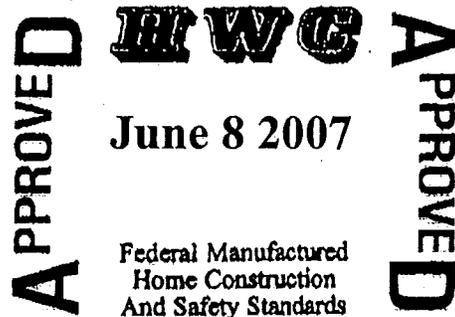
Mr. Mitch Woodrum, Director
Manufactured Housing
West Virginia Division of Labor
State Capitol Complex
Building 6, Room B-749
Capitol Complex
Charleston, WV 25305
PH: (304) 558-7890 ext.237
FAX: (304) 558-2447

WISCONSIN

Mr. Brian Ferris

Department of Commerce
Safety & Buildings
4003 Kinney Coulee Road
LaCross, WI 54650
PH: (608) 785-9335
FAX: (608) 267-9723
Designee: **Leroy Stublaski** -
PH:(608) 576-6224

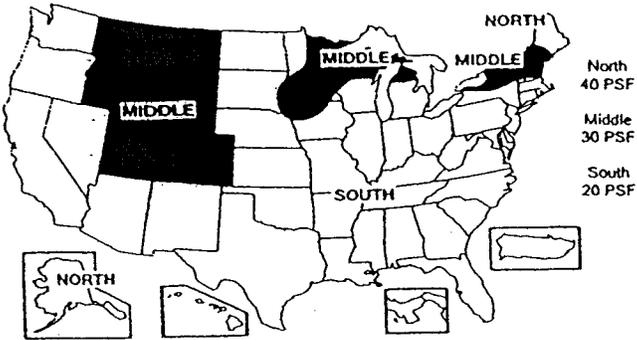
WYOMING - Use HUD address at list end.



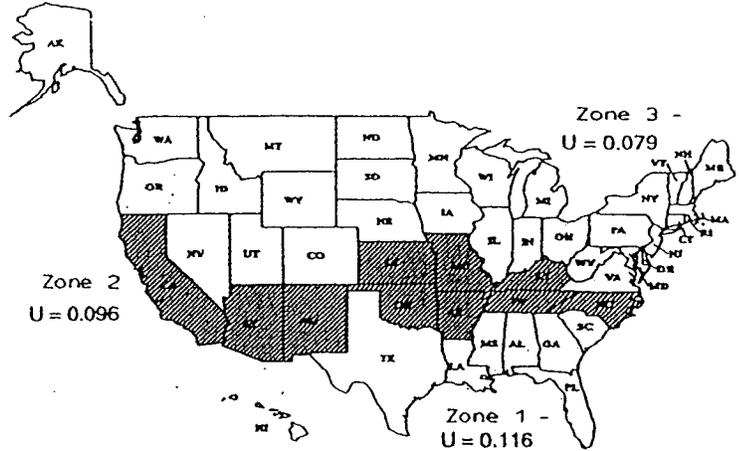
HORTON HOMES, INC.

HO-52B

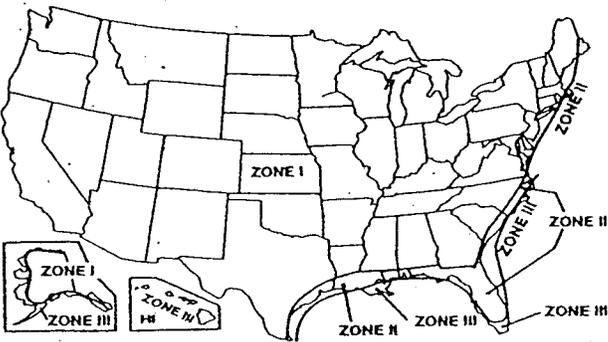
ZONE MAPS OF THE UNITED STATES



DESIGN ROOF LOAD ZONE MAP



OUTDOOR WINTER DESIGN TEMP. ZONES



STRUCTURAL WIND ZONE DESIGN MAP

Wind Zone 1 consists of those areas of the United States and its territories that are not identified as being in Wind Zone 2 or 3. This particular home has not been designed for the higher wind pressure and anchoring provisions required for ocean / coastal areas and therefore should not be located within 1500 feet of the coastline in Wind Zones 2 and/or 3, unless the home and its anchoring and foundation system have been designed for the increased requirements specified for Exposure D in ANSI/ASCE 7-88.

WIND ZONE 2 (100 MPH)

The following local governments listed by State (countries/parishes unless specified otherwise) within Wind Zone 2:

- | | | |
|--|--|--|
| Alabama
Baldwin
Mobile | Maine
Hancock
Washington | South Carolina
Beaufort
Berkeley
Charleston
Colleton
Dorchester
Georgetown
Horry
Jasper
Williamsburg |
| Florida
All Counties except those identified as being within Wind Zone 3 | Massachusetts
Barnstable
Bristol
Dukes
Nantucket
Plymouth | Texas
Arkansas
Brazoria
Calhoun
Cameron
Chambers
Galveston
Jefferson
Kennedy
Kleberg
Matagorda
Nueces
Orange
Refugio
San Patricio
Willacy |
| Georgia
Bryan
Camden
Chatham
Glynn
Liberty
McIntosh | Mississippi
George
Hancock
Harrison
Jackson
Pearl River
Stone | Virginia (the cities of)
Chesapeake
Norfolk
Portsmouth
Princess Anne
Virginia Beach |
| Louisiana
Acadia
Allen
Ascension
Assumption
Calcasieu
Cameron
East Baton Rouge
East Feliciana
Evangeline
Iberia
Iberville
Jefferson Davis
Lafayette
Livingston
Pointe Coupee
St. Helena
St. James
St. John the Baptist
St. Landry
St. Martin
St. Tammany
Tangipahoa
Vermilion
Washington
West Baton Rouge
West Feliciana | North Carolina
Beaufort
Brunswick
Camden
Chowan
Columbus
Craven
Currituck
Jones
New Hanover
Onslow
Pamlico
Pasquotank
Pender
Perquimans
Tyrrell
Washington | Florida
Broward
Charlotte
Collier
Dade
Franklin
Gulf
Hendry
Lee
Martin
Manatee
Monroe
Palm Beach
Pinellas
Sarasota |
| | | Louisiana
Jefferson
La Fourche
Orleans
Plaquemines
St. Bernard
St. Charles
St. Mary
Terrebonne |
| | | North Carolina
Carteret
Hyde
Dare |

WIND ZONE 3 (110 MPH)

The following local governments listed by State (countries/parishes unless specified otherwise) are within Wind Zone 2:

- | |
|--|
| Florida
Broward
Charlotte
Collier
Dade
Franklin
Gulf
Hendry
Lee
Martin
Manatee
Monroe
Palm Beach
Pinellas
Sarasota |
| Louisiana
Jefferson
La Fourche
Orleans
Plaquemines
St. Bernard
St. Charles
St. Mary
Terrebonne |
| North Carolina
Carteret
Hyde
Dare |

The following states & territories are within Wind Zone 3:

- State of Hawaii
- Alaska
Coastal Regions between the 90 mph isochron on ASCE 7-88 wind map and the coast
- U. S. Territories:
American Samoa
Northern Mariana Islands
Trust Territory of Pacific Islands
Guam
Puerto Rico
U. S. Virgin Islands

APPROVAL

NTVCO

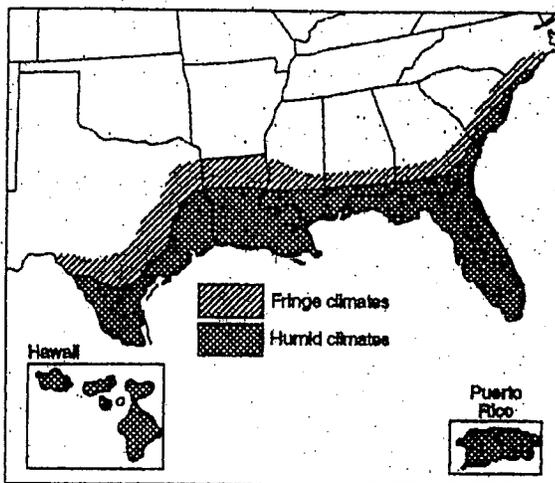
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Federal Mobile Home Construction

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HOTON

Humid and Fringe Climate Map



The following areas of local governments (counties or similar areas, unless otherwise specified), listed by state are deemed to be within The humid and Fringe Climate Map. The home may be designed and constructed to be sited only in the Humid and Fringe Climate Zone. Refer to Date Plate.

Alabama

Baldwin, Barbour, Bullock, Butler, Choctaw, Clarke, Coffee, Conecuh, Covington, Crenshaw, Dale, Escambia, Geneva, Henry, Houston, Lowndes, Marengo, Mobile, Monroe, Montgomery, Pike, Washington, Wilcox.

Florida

All counties and locations within the State of Florida.

Georgia

Appling, Atkinson, Bacon, Baker, Ben Hill, Berrien, Brantley, Brooks, Bryan, Calhoun, Camden, Charlton, Chatham, Clay, Clinch, Coffee, Colquitt, Cook, Crisp, Decatur, Dougherty, Early, Echols, Effingham, Evans, Glynn, Wayne, Grady, Irwin, Jeff Davis, Lanier,

Lee, Liberty, Long, Lowndes, McIntosh, Miller, Mitchell, Pierce, Quitman, Randolph, Seminole, Tattall, Terrell, Thomas, Tift, Turner, Ware, Worth.

Hawaii

All counties and locations within the State of Hawaii.

Louisiana

All counties and locations within the State of Louisiana.

Mississippi

Adams, Amite, Claiborne, Clarke, Copiah, Covington, Forrest, Franklin, George, Greene, Hancock, Harrison, Hinds, Issaquena, Jackson, Jasper, Jefferson, Jefferson Davis, Jones, Lamar, Lawrence, Lincoln, Pearl River, Perry, Pike, Rankin, Simpson, Smith, Stone, Walthall, Warren, Wayne, Wilkinson.

North Carolina

Brunswick, Carteret, Columbus, New Hanover, Onslow, Pender.

South Carolina

Jasper, Beaufort, Colleton, Dorchester, Charleston, Berkeley, Georgetown, Horry.

Texas

Anderson, Angelina, Aransas, Atascosa, Austin, Bastrop, Bee, Bexar, Brazoria, Brazos, Brooks, Burleson, Caldwell, Calhoun, Cameron, Camp, Cass, Chambers, Cherokee, Colorado, Comal, De Witt, Dimmit, Duval, Falls, Fayette, Fort Bend, Franklin, Freestone, Frio, Galveston, Goliad, Gonzales, Gregg, Grimes, Guadalupe, Hardin, Harris, Harrison, Hays, Henderson, Hidalgo, Hopkins, Houston, Jackson, Jasper, Jefferson, Jim Hogg, Jim Wells, Karnes, Kaufman, Kennedy, Kinney, Kleberg, La Salle, Lavaca, Lee, Leon, Liberty, Limestone, Live Oak, Madison, Marion, Matagorda, Maverick, McMullen, Medina, Milam, Montgomery, Morris, Nacogdoches, Navarro, Newton, Nueces, Orange, Panola, Polk, Rains, Refugio, Robertson, Rusk, Sabine, San Augustine, San Jacinto, San Patricio, Shelby, Smith, Starr, Titus, Travis, Trinity, Tyler, Upshur, Uvalde, Val Verde, Van Zandt, Victoria, Walker, Waller, Washington, Webb, Wharton, Willacy, Williamson, Wilson, Wood, Zapata, Zavala.

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 And Safety Standards

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HWG

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FEB 27 2006

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Home Construction
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Middle Roof Load Zone. The following counties in each of the following states are deemed to be within the Middle Roof Load Zone:

Maine—Aroostook, Piscataquis, Somerset, Penobscot, Waldo, Knox, Hancock, and Washington.

Alaska—All Counties

North Roof Load Zone. The following counties in each of the following states are deemed to be within the North Roof Load Zone:

States	Counties			
South Dakota	Grant Codington Deuel Hamlin Kingsbury	Brookings Miner Lake Moody McCook	Hanson Minnehaha Hutchinson Turner	Lincoln Yankton Union Clay
Minnesota	Koochiching Itasca Hubbard Cass Crow Wing Aitkin St. Louis Lake Cook Carlton Pine Wadena Todd Morrison Douglas Grant Stevens Pope Hancock Lyon Osceola Dickinson Emmet Kossuth Winnepago Worth	Steams Swift Kandiyohi Meeker Wright Lac qui Parle Chippewa Yellow Medicine Mille Lacs Kanabec Benton Isanti Sherburne Anoka Chisago Washington Hennepin Ramsey Mitchell Howard Chickasaw Butler Floyd Cerro Gordo Franklin Hardin Oconto Menominee Langlade Marathon Clark Jackson Trempealeau Buffalo Iron Dickinson Menominee Delta Schoolcraft Mackinaw Cheyboygan Emmet	Renville McLeod Carver Dakota Goodhue Wabasha Winona Fillmore Mower Olmsted Dodge Rice Steele Freebom Faribault Waseca Le Sueur Scott Hamilton Webster Cathoun Sac Ida Humboldt Pocahontas Palo Alto Pepin Pierce Dunn Eau Claire Chippewa Rusk Barron Taylor Presque Isle Charlevoix Montmorency Alpena Alcona Ogemaw Roscommon Missaukee	Sibley Nicollet Blue Earth Martin Watonwan Brown Redwood Lyon Lincoln Pipestone Murray Cottonwood Jackson Nobles Rock St. Croix Buena Vista Cherokee Plymouth Sioux O'Brien Clay Wright Crawford Lincoln Oneida Polk Burnett Washburn Sawyer Price Doon Wexford Benzie Grand Traverse Kalkaska Oscoda Osego Leelanau Antrim
Iowa	Forest Florence Marquette Houghton Baraga Marquette Alger Luce Chippewa Keweenaw Ontonagon Gogebic	Iron Dickinson Menominee Delta Schoolcraft Mackinaw Cheyboygan Emmet	Onondage Madison Cayuga Seneca Wayne Ontario Yates Livingston	Genesee Orleans Niagara Erie Wyoming Monroe
Wisconsin	Douglas Bayfield Ashland Iron Vilas Forest Florence Marquette Houghton Baraga Marquette Alger Luce Chippewa Keweenaw Ontonagon Gogebic	Iron Dickinson Menominee Delta Schoolcraft Mackinaw Cheyboygan Emmet	Onondage Madison Cayuga Seneca Wayne Ontario Yates Livingston	Genesee Orleans Niagara Erie Wyoming Monroe
Michigan	St. Lawrence Franklin Clinton Essex Hamilton Warren Saratoga Washington	Herkimer Lewis Oswego Jefferson Oneida Fulton Montgomery Schenectady	Onondage Madison Cayuga Seneca Wayne Ontario Yates Livingston	Genesee Orleans Niagara Erie Wyoming Monroe
Massachusetts	Essex Franklin Oxford	Kennebec Androscoggin	Lincoln Sagadahoc	Cumberland York
Maine	All Counties			
Montana	All Counties			
Idaho	All Counties			
Colorado	All Counties			
Wyoming	All Counties			
Utah	All Counties			
Vermont	Franklin Grand Isle Lamoille	Orleans Essex Chittendon	Caledonia Washington Orange Sullivan Rockingham	Addison Rutland Windsor Hillsborough Cheshire
New Hampshire	Coos Grafton Carroll	Belknap Strafford Merrimack	Caledonia Washington Orange Sullivan Rockingham	Addison Rutland Windsor Hillsborough Cheshire

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HORTON HOMES, INC.

IMPORTANT HEALTH NOTICE

SOME OF THE BUILDING MATERIALS USED IN THIS HOME EMIT FORMALDEHYDE. EYE, NOSE AND THROAT IRRITATION, HEADACHE, NAUSEA AND A VARIETY OF ASTHMA-LIKE SYMPTOMS, INCLUDING SHORTNESS OF BREATH HAVE BEEN REPORTED AS A RESULT OF FORMALDEHYDE EXPOSURE. ELDERLY PERSONS AND YOUNG CHILDREN, AS WELL AS ANYONE WITH A HISTORY OF ASTHMA, ALLERGIES, OR LUNG PROBLEMS, MAY BE AT GREATER RISK. RESEARCH IS CONTINUING ON THE POSSIBLE LONG-TERM EFFECTS OF EXPOSURE TO FORMALDEHYDE.

REDUCED VENTILATION RESULTING FROM ENERGY EFFICIENCY STANDARDS MAY ALLOW FORMALDEHYDE AND OTHER CONTAMINATES TO ACCUMULATE IN THE INDOOR AIR. ADDITIONAL VENTILATION TO DILUTE THE INDOOR AIR MAY BE OBTAINED FROM A PASSIVE OR MECHANICAL VENTILATION SYSTEM OFFERED BY THE MANUFACTURER. CONSULT YOUR DEALER FOR INFORMATION ABOUT THE VENTILATION OPTIONS OFFERED WITH THIS HOME.

HIGH INDOOR TEMPERATURES AND HUMIDITY RAISE FORMALDEHYDE LEVELS. WHEN A HOME IS TO BE LOCATED IN AREAS SUBJECT TO EXTREME SUMMER TEMPERATURES, AN AIR-CONDITIONING SYSTEM CAN BE USED TO CONTROL INDOOR TEMPERATURE LEVELS. CHECK THE COMFORT COOLING CERTIFICATE TO DETERMINE IF THIS HOME HAS BEEN EQUIPPED OR DESIGNED FOR THE INSTALLATION OF AN AIR-CONDITIONING SYSTEM.

IF YOU HAVE ANY QUESTIONS REGARDING THE HEALTH EFFECTS OF FORMALDEHYDE, CONSULT YOUR DOCTOR OR LOCAL HEALTH DEPARTMENT.

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PREVENTIVE MAINTENANCE-GENERAL

Become acquainted with the Use and Care Manuals provided by the appliance manufacturers and follow their instructions as closely as possible. The electrical, heating, and plumbing systems of your manufactured home were designed and installed in accordance with accepted engineering practices. However, normal use through time will cause some expected breakdowns on components as in any other building or home. To prevent major problems, watch for tell-tale danger signals, such as continuous damp areas under drain and water lines, oil and gas leaks in your fuel system, or overloading of electric circuits resulting in a fuse or breaker continuously tripping off.

If a breakdown does occur, consult or hire someone specializing in the specific system needing repair. Complete the information requested in the Homeowner's model/serial number record form on page 6 as soon as possible so that you will have a ready reference in case of emergency.

If your home is equipped with gas appliances, a shut-off valve is installed within 6 feet of cooking appliances and 3 feet of other gas appliances in case you have any problems. The electric distribution panel has a main shut-off switch to be used if it is ever necessary to cut off electricity throughout the house. The main shut-off valve for the water system is usually located at the exterior of your home. Homes connected to a city supply have a water shut-off valve located in the city meter box. **This must be shut off if any break occurs in the water system and water cut-offs are not installed in the affected area.**

All or a portion of the floor in your home is covered with a vinyl floor covering commonly known as roll goods. This material will expand and contract due to varying temperatures in your home. This expansion and contraction may cause a slight rise in the covering along the areas where the decking of your floor is butted together. These are commonly called floor seams. This situation is due to an inherent characteristic of the material. Horton Homes, Inc. is not responsible for changing, overlaying or repairing this situation if it does occur.

All appliances installed in your home are covered by their own individual warranties which are attached to each appliance. If a problem occurs with these appliances, you should contact the manufacturer direct or the nearest service center.

Horton Homes, Inc. is willing to assist you with any information you might need in regard to your manufactured home.

EXTERIOR MAINTENANCE HOMEOWNER'S RESPONSIBILITY

NOTE: Failure to perform proper maintenance can void warranty.

EXTERIOR FINISHES AND THEIR CARE

Manufactured home exteriors may be pre-finished color coated aluminum, sheet steel, vinyl, wood siding, hardboard, or cement fiber siding.

VINYL SIDING

Normal rainfall or an occasional rinsing with the hose will keep the siding free of loose dirt. **Do not wash the house when the surface is warm from the sun.** If dirt accumulates, use a non-abrasive household detergent with a soft cloth, sponge, or soft

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bristle brush to clean the siding. Some stains, such as wet leaves or flowers which have been allowed to stand, may require extra spot rubbing with the cleaner. Rinse thoroughly. **Waxing of vinyl siding is not recommended.** **NOTE:** For the exterior cleaning of metal or vinyl siding, a commercial cleaner is available in most areas. Your local parts manager or retailer can be of help in locating a reliable source when needed.

WOOD SIDING

Plywood and most other wood exteriors have already been stained and treated to help protect them from weather. In most instances, an occasional rinsing with water is sufficient to keep the home in good condition. Some types of wood, such as cedar and redwood, have excellent natural weather resistive properties and can be used without an additional protective finish.

HARDBOARD SIDING

Hardboard siding has already been painted and treated to protect it from the weather. Normal rainfall or an occasional rinsing with the hose will keep the siding free from loose dirt. The siding can be washed to remove dirt and dust accumulations. Use water to which a moderate amount of household cleaners (such as Soilax or Spic and Span) have been added. Apply solution with a cloth, sponge or soft brush, followed by rinsing with plain water from a garden hose. **Never use harsh cleaners, abrasives or strong solvents as they may cause damage to the finish.** It is recommended that siding be inspected once a year as follows:

1. Check the condition of the finish
2. Re-nail any loose siding or trim
3. Replace any caulking that has lost its seal (Like around windows and doors, etc.)
4. Check seams, joints and nail penetrations for condition and repair.
5. Cut back any trees or shrubs that rub against the siding.

REPAIRS OF SIDING

If siding is gouged or otherwise damaged, remove any loose material and fill the depression with an exterior grade spackling compound. The spackle can be molded as necessary to blend with the surrounding area. When dry, filler needs to be sealed with two coats of flat acrylic latex paint. The two coats of paint consist of a base coat, plus a glaze coat which is partially wiped off after application. Joints and seams can be repaired with a matching or clear non-hardening caulk (like silicone or other good quality caulk). **Joints and seams must be clean, dry and free of oil and dirt.** Follow caulking manufacturer's directions for applying caulking. **NOTE: Paint will not adhere to silicone caulk. Paint first then caulk.**

Caulking around windows, doors, etc. should be checked for condition. It is recommended that windows, doors, etc. be re-caulked a minimum of every 3 years. Re-caulk with a quality non-hardening caulk in a matching color or clear (like silicone). The area to be caulked must be clean, dry and free of oil and dirt. Follow caulk manufacturers recommendations. Nail penetration may be repaired the same as gouges or by removing any loose material and painting or by painting and sealing with clear caulking.

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FIBER CEMENT PANELS, LAPS OR TRIMS

These are durable, non-combustible fiber cement sidings used on the exterior of the home. This siding or trims is extremely durable and requires little maintenance.

INSPECT: Inspect the siding yearly for surface cracks, blemishes, or other damage. If degradation is found, repair as noted below or as specified by the manufacturer.

CLEANING: Clean with clear water and a mild non-abrasive, non-toxic diluted detergent. If brushing is required, use a soft bristled brush and mild diluted non-abrasive, non-toxic diluted detergent and brush lightly taking care not to damage the surface of the panels. High pressure water blast or sand blasting may damage the surface of the fiber cement. Reference the manufacturer's instruction manual for more cleaning instructions.

PATCHING: Dents, chips and cracks can be filled with a cementitious patching compound.

CAULKING: A high quality paintable latex caulk is recommended. For best results use a latex caulk that says it complies with ASTM C834 or ASTM C920 on the container. Caulking should be applied in accordance with caulking manufacturer's written application instructions. (Leave 1/8" gap at trim and caulk. Caulking at butt joints is optional)

PAINTING: Primed fiber cement siding or trim should have a minimum of one coat 100% Acrylic Latex paint. Unprimed fiber cement siding or trim should have a minimum of two coats 100% Acrylic Latex paint and this may be applied using a brush, roller or spray apparatus. It is not recommended to use oil base paints on unprimed fiber cement sidings.

REMOVING AND REPLACING PANELS: A professional repair specialist should accomplish major repairs and replacement of fiber cement siding or trim. Refer to the manufacturer's instructions for installation of siding or trim.

WARNING: For your safety, never use gasoline as a cleaner.

FRAME MAINTENANCE

Remove loose rust and spot paint with a water base paint.

PAINTING EXTERIOR SURFACES

Manufactured home exteriors can be repainted using normal materials and procedures followed for the type of surface used on your home. The surface should be cleaned and any loose or peeling paint should be scraped and sanded to achieve a smooth base for the new paint. Follow the recommendations given by a reputable paint distributor and then follow the step-by-step instructions provided by the paint manufacturer.

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INSULATION

Manufactured homes are insulated with fiberglass wool or other suitable insulation in the walls and floors. Ceilings are insulated with cellulose or other suitable insulation. The type, thickness and application of the insulation have been carefully engineered so that the home meets the requirements of the applicable standard to keep the home comfortable in both summer and winter. The ability of the insulation to resist the transfer of temperature is called its R value. The manufactured home standard sets maximum allowable heat loss for manufactured homes, even for different zones of the country. The manufacturer provides a map showing for which zone the house has been built. This map will be found on the Data Plate.

LOCKS AND KEYS

Locks on manufactured homes are designed to function properly when the depth behind the strike permits the latch bolt to be fully extended. The house must be level so that the latch bolt and door strike are completely in alignment. If not, an adjustment should be made so that the door strike and the latch bolt will match properly. (See Section entitled "Set-Up"). Powdered graphite should be used occasionally to lubricate any lock mechanism. A record should be kept of the identification number and make of the house lock. With this information, it should be possible to obtain a duplicate key from a locksmith if keys are lost.

ROOFS

The roof of your manufactured home generally receives the hardest wear of any part of the structure. Rain and sleet may beat relentlessly upon it. Wind, hot sun and alternate freezing and thawing temperatures in some areas all take their toll, and it may develop leaks.

The smallest leak or break in the roof can mean damaged ceilings, interior panels, and even furnishings. Break and cracks on the roof shingles are potential trouble points. The roof should be checked for these danger signals.

The cause of most costly roof troubles can be avoided by following basic maintenance procedures:

1. **The manufactured home roof should not be walked on except when absolutely necessary.** Most inspections, cleaning and repair work can be done effectively from a stepladder. When walking on a roof can not be avoided, only those sections which are supported by rafters or stringers should be walked on. Pieces of board or plywood can be used to distribute one's weight and avoid damage.
2. **The roof should be inspected at least twice yearly, and accumulated debris removed.** An occasional washing with soap or detergent solution, followed by a rinse with clear water, will reduce corrosive action from accumulated dirt.
3. **When sited, it is EXTREMELY IMPORTANT that the manufactured home be properly leveled to avoid strain which can part seams and create buckling on the roof area.** Low hanging tree branches should not scrape the roof.

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METAL ROOFS

Roofs are generally either sheet aluminum or steel. The semi-annual roof inspection should include checking of the seams, molding, stacks and vents, as well as the roof surfaces. They should be coated or painted as necessary for a maximum trouble-free life. Coatings should be heavily applied.

SHINGLE ROOFS

Inspect in the spring and fall for any damage or rolling of individual shingles. A roof mastic can be used to re-cement and flatten any shingles that have become loose. Cracked or torn shingles should be replaced. Proper roof inspection and maintenance will forestall possible leaks which could be damaging to your home. **A roof check after a heavy windstorm may avert later trouble.**

EXTERIOR MOLDINGS

All moldings should be held tightly by corrosion resistant nails or screws. Damaged moldings can be removed for repair or replacement. Before moldings are reset, a heavy coating of caulking should be liberally applied to the underside with a small brush, putty knife, or caulking gun. If molding is tight, or after it has been reset, a coating should be applied over the top of the entire molding. **Special attention should be given to assure that all nail and screw heads are coated.**

STACKS AND VENTS

If stacks or vents have rusted and fail to function properly, they should be replaced. Before replacing them, remove the old, dried caulking around them and apply new caulking. Caulking should be applied to the underside of the base flashing or the stack or vent, as well as the roof area on which the flashing is to be set.

INSTRUCTIONS FOR PATCHING BOTTOM BOARD

The bottom of your home is covered with a waterproof material commonly known as bottom board. Should you ever have a need to penetrate this board or repair a hole due to damage, the following methods are recommended:

- A. Use 3M Double Face Tape #950 or any other suitable heavy duty tape. Patches may be constructed of any size and shape using scrap pieces of bottom board or other suitable material. The tacky side of the tape is affixed to the patch material and, when ready for positioning, the release sheet is removed thereby exposing the other tacky side. The patch should be applied to the damaged areas taking care to exert pressure on taped areas. Standard stock size is 3"x60 yards. It is available in 1" increments up 48" on special order.
- B. 2" pressure sensitive tape Tuck #91 B or equivalent is available for patching the occasional small tears and cuts which occur during manufacture and set-up.
- C. Outward Flare Tacker - An air operated tool Model LN3045 manufactured by Senco Products, Inc. is suitable for either transverse or longitudinal floor construction. It may be used either in the plant or on erection site. The patch should first be affixed to the bottom using Tuck #91 B or equivalent (desired in

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method #B) to secure the perimeter, and then fastened on the perimeter at 3 inch intervals. Use the staples described in Senco Bulletin M-100.

- D. Paneling used around pipes is permanent. It should not be removed or replaced.

CABINETS AND CUPBOARDS

Most manufactured homes have some built-in cabinetry. If any drawers should stick, wax, paraffin, or other suitable commercial products should be applied to the drawer guides to allow them to slide easier. Should excessive moisture cause plywood or lumber to expand, cabinet doors might stick. Cleaning can be performed with a damp cloth. **Do not use harsh chemical cleaners.**

CEILINGS

Ceilings can be either of mineral fiber or of drywall panels. They require little care but a few problems sometimes occur.

SCRAPES, SCRATCHES, CHIPS

These can be rubbed with very soft white chalk and then wiped slightly with a clean cloth. A deep scratch may require more than one application. Drywall ceilings may require touch-up paint.

GOUGES

Even a badly damaged wood-fiber panel can usually be repaired. If not, it can be removed and a new one installed in its place. To repair a gouge, first remove all loose pieces, and then fill in with spackling compound sculptured to conform to the surface of the panel. After the compound dries, touch-up paint should be applied. Dry-wall panels need not be replaced, but other than that, the repair procedure is the same as for wood fiber panels.

DIRT SMUDGES

Soft art gum will probably remove dirt and fingerprints from wood fiber ceiling. If a portion of the dirt remains after art gum has been used, the area should be wiped with soft white chalk and rubbed over the spot to conceal as much as possible. Drywall ceilings can be cleaned with a damp cloth and mild detergent.

WATER STAINS

Water stains on ceiling panels indicate a roof leak or condensation problem. Be sure that this condition is corrected, or repair of the stain itself will be futile. Check with your dealer if you need help determining the cause of the stain. After the leakage has been stopped, the area can usually be repaired. In cases where the panel has been badly damaged you may wish to have it replaced. **Bathroom and kitchen vents should always be used when these rooms are accumulating moisture from use.** A dehumidifier is also helpful in eliminating excess moisture.

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PANEL REMOVAL AND REPLACEMENT

This type of repair should only be performed by competent service personnel. Should you have a problem of this nature, contact the dealer from whom you bought the home.

MAINTENANCE

All types of ceilings can be dusted clean of smudges or loose dirt by the use of a vacuum cleaner attachment or a soft cloth. Dry wall can be washed if the cloth is wrung very dry after it has been dipped in a detergent solution. Fiber ceilings should be dusted rather than washed.

REPAINTING

When repainting is necessary, a good quality product suitable for the surface to be painted should be selected. Discoloration is not uncommon due to living conditions and a match of the original color may not be possible.

DOORS

The care of doors in a manufactured home is the same as in any other home. The exterior doors have been installed so that they provide a certain amount of clearance at all sides. The clearance space is normally filled with flexible weather-stripping. If the door clearances are not maintained fairly uniform, there is likelihood that the door will bind and ultimately the door or hardware may fracture. Proper installation of the home is essential to assure that proper clearances are maintained to prevent problems from occurring.

Further, a level home will assure that the door will remain weather-tight and the locking device will function properly. Your home has a minimum of two doors which are remote from each other and provide egress to the outside. Since the doors may open differently, (either by a hinge or a sliding tract), every family member should be taught how to open them. The passage to the doors should never be blocked.

Interior doors are raised off the floor and/or may have a return air grill installed in or over the door to allow proper return air ventilation between rooms. Return air venting is required to prevent condensation and to allow proper return air circulation of the heating and cooling systems. **Do not block or restrict these openings.**

FLOORS

Floors, whether they are wood, linoleum, or composition tile, will look better and last longer if they are cleaned regularly. Avoid excessive application of water on tile as it may cause lifting and curling. It is best to establish a good coating of polish in and around tile seams. If provided, follow the care directions from the manufacturer of the floor covering. If none is available, a number of good floor coatings and preservatives are available and may be purchased locally.

For longer wear, rugs and carpeting should be kept clean by frequent vacuuming. There are also several commercial cleaning processes available. Do not use solvents such as gasoline, turpentine, paint thinner or other types of lubricants. A thorough cleaning of carpeting is recommended at least every 12 to 18 months. Heavy use may necessitate

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more frequent cleaning. Vinyl floors require a minimum of care. Vinyl should be mopped regularly.

Other flooring materials may require the use of special cleaning preparations that are available in most stores. See manufacturer's care and maintenance instruction in the Home Owner's package.

FURNITURE

The life and quality of any kind of furniture can be prolonged with proper cleaning and care. Prompt removal of stains is best. Fabric-covered furniture should be vacuumed frequently. Many fabrics can also be dry cleaned or shampooed according to directions provided with the fabric. In selecting a cleaning agent, be sure to follow the specifications on the label regarding its suitability for the fabric on which it is to be used. Loose cushion pieces, as well as mattresses, should be turned frequently. Turn and reverse so that the same side will not be in constant use and exposed to light and air which may modify color.

Wood, leather, vinyl and other synthetic materials all require regular cleaning. This is best accomplished by using some of the countless cleaning and polishing agents designed for specific materials and available to the home owner in almost every supermarket, hardware or home store.

WALLS

Walls in your home may be of plywood, natural wood, paint coated material, plastic coated wood or hardboard, or gypsum board dry wall.

CARE OF PLYWOOD AND NATURAL WOOD WALLS

Walls may be washed with detergent or household cleanser and then waxed. Most wax manufacturers recommend using a damp cloth to apply the wax. The cloth should be wiped across the wax in the can then applied to the walls in a thin even coat. The thinner the coat the better the polish. Use a circular motion first rubbing across the grain of the wood followed by rubbing with the grain using longer strokes. It is best to work in an area of two square feet at a time. There are also many cleaner-polish combinations on the market that give excellent results. Frequency of cleaning and waxing depends on amount of wear. Areas receiving hard use should be re-waxed more than other areas. Smudges can be removed with any other household waxes marketed for this purpose. The instructions on the container will specify the type of surfaces on which the product can be used.

CARE OF PLASTIC COATED WOOD OR HARDBOARD WOODS WALL TRIM

In most cases, surface dirt can easily be removed with a damp soft cloth or with a vacuum cleaner using one of the special attachments. No further care may be necessary. However, if there is a stubborn stain or grease spot, a detergent solution can be applied. Some home owners also apply a good vinyl wax in either liquid or spray form for added beauty. Strong soaps or cleaners are not advisable.

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CARE OF PAINT FINISHED WALLS

Paint-coated materials are easy to keep clean and maintain. They can be kept beautiful by washing with a damp cloth and household cleaning agent. Always avoid the use of abrasive materials. Do not use solvents such as gasoline, turpentine, alcohol, paint thinner, or lacquer thinner.

UNFINISHED GYPSUM BOARD INTERIOR WALLS

Homes shipped with unfinished gypsum board walls and/or ceiling shall be finished on site by others. The interior finishes shall have the following maximum flame spread ratings measured in accordance with ASTM-E-84-91.

- A. Ceiling-75 maximum
- B. Wall general-200 maximum
- C. Adjacent to cooking range-50 maximum
- D. Adjacent to or enclosing a furnace or water heater-25 maximum

REFINISHING INTERIOR WALLS

If it is necessary to refinish natural wood walls, the old finish should preferably be removed. The wall may then be refinished with varnish, lacquer, or other coating. The manufactured home retailer or paint retailer should be consulted for the best materials to use for these operations. The finish remover should best be applied to small sections of the walls surface at a time and the old film removed with a scraper. After removal of the old finish, the walls should be rubbed down with a good paint thinner that will also remove any grease or film that may remain on the walls. **Good ventilation should be provided when using varnish, paint removers, and thinners. Be sure open flame is not present, including lighted cigarettes, cigars, or pipes.**

WINDOWS

The installation of storm windows and doors will conserve energy, reduce air conditioning and heating bills, and reduce the accumulation of excessive moisture on the windows that often occurs due to condensation in extremely cold climates. If storm windows were not supplied with your new manufactured home, they may be ordered through a manufactured home retailer or service center and are easily installed.

Windows and storm windows should be opened frequently and cleaned around the casing; a good window cleaning preparation should be used to clean the glass. Loose screws in the window garnish, as well as thrust arms should be kept tightened. **Window hinges and operating arms should be lubricated with a light oil at least once a year.** All members of the family should be taught how to operate the window and to test it occasionally to see that it is in working condition.

EXIT WINDOWS

All manufactured homes built under the federal standard are required to have an emergency exit window in each bedroom which does not have an exterior door. This window, called an egress window, must have an instructional label on it

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when the home is delivered to the home owner. We suggest that you leave these instructions attached. **All members of the family should be taught how to operate the window and to test it occasionally to see that it is in working condition. Access to the egress window should never be blocked.**

EGRESS WINDOW INSTRUCTIONS – FOR EMERGENCY EXIT ONLY. Every occupant of the home should read instructions and understand operations. **Remove all shipping clips immediately upon occupancy.** Do not obstruct access with furniture coverings. Furniture which might impede access may render this emergency exit unusable. **Storm windows or other obstructions installed by the occupant become the responsibility of the occupant and negate the egress certification.**

OWNERS MAINTENANCE CALENDAR

Neither the manufactured home manufacturer nor the retailer is responsible for the care or upkeep of your manufactured home.

In order to protect your investment it is suggested that you conduct the following seasonal maintenance procedures. You may wish to add to the list, depending on your own experience.

ANCHORING RECHECK

The strap tension on the anchoring system should be rechecked periodically until pier settlement has stopped. Retensioning should be performed by qualified personnel.

SPRING

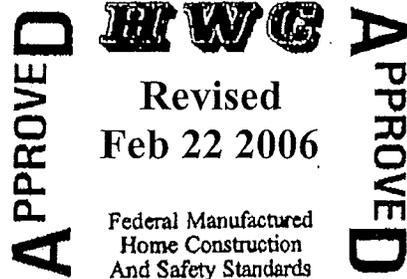
Wash exterior
Clean interior walls
Inspect roof; clean off debris; rinse off with water hose
Check exhaust fan systems
Replenish heating supply

SUMMER

Check air conditioner
Clean air filters

FALL

Check/clean furnace
Check heating supply
Caulk all small openings
Wash exterior
Inspect and rinse roof; re-coat, if necessary
Check exhaust fan
Check heat tapes for operation



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WINTER

Lubricate window hinges and arms
Check furnace filters every 30 days

VACATION REMINDERS

Check refrigerator, leave a minimum of food in freezer section, if any
Set controls as recommended by appliance manufacturer
Suspend telephone service
Stop all regular deliveries
Turn off water supply; during winter, put approved anti-freeze in kitchen, lavatory, and toilet traps
Turn off water heater
Close and lock windows
Put the cat out, lock the doors
Have fun

DATA PLATE

The data plate in your home gives you and all pertinent information regarding factory installed appliances, geographical structural certification, heating and cooling information, and certification of our independent testing agency.

Your home is designed for certain weather conditions, wind zones and roof loads. Do not site or relocate your home in a zone requiring greater wind, roof load or heating or cooling capabilities than those for which it was designed. **See data plate located on inside of the cabinet below the kitchen sink.**

Some examples of information on data plate see below.

DESIGN ZONE MAPS

ROOF LOADS

SOUTH 20PSF
MIDDLE 30PSF
NORTH 40PSF

HEATING AND COOLING MAP

ZONE 1 U= .116 MAX
ZONE 2 U= .096 MAX
ZONE 3 U= .079 MAX

WIND ZONES

WIND ZONE 1 15PSF

INCLUDES AREAS OF THE UNITED STATES AND ITS TERRITORIES THAT ARE NOT OTHERWISE INCLUDED IN WIND ZONE 2 AND 3.

WIND ZONE 2 100 MPH (Not within 1500 feet of coastline)

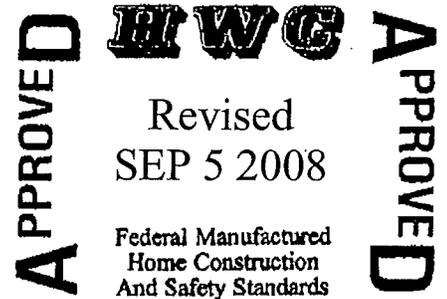
WIND ZONE 3 110 MPH (Not within 1500 feet of coastline)

WIND ZONE 2 & 3 [EXPOSURE D ANSI/ASCE 7-88]

WITHIN 1500 FEET OF COASTLINE

HUMID AND FRINGE CLIMATE MAP

EFFECTIVE OCT. 20, 2008



WARRANTIES AND WARRANTY SERVICE

Specific provisions for the warranty on this home are covered by the separate warranty information contained with this manual. **In addition to the basic warranty on the home, many appliances (such as furnaces, washing machines, etc.) supplied with the home will have separate warranties and operating instruction manuals.** We suggest that you locate and familiarize yourself with these items. For your convenience some of the separate appliance warranty manuals are contained in the information package with this manual. In other cases, such as furnaces and water heaters, the operating instructions (which may contain the warranty information) are required to be attached to the appliance.

If local service is requested under the terms of your warranty, you should become familiar with the appliance service representative. It is suggested that this information be recorded in the space provided on pages in front of this book. The retailer from whom you bought your home can probably provide this information, or it can be obtained from the manufacturer of the appliance. If a problem occurs with these appliances, you should contact the manufacturer directly or the nearest service center.

Horton Homes, Inc. /Dynasty Homes, Inc. is willing to assist you with any information you might need in regard to your manufactured home.

APPLIANCES

APPLIANCES AND FIXTURES

Certain appliances in your manufactured home may be warranted by their manufacturers. If so, the warranty cards have been provided with these appliances. Manufacturers of appliances and some fixtures also supply "Use and Care" information. This should be studied carefully and the advice given for preventive maintenance and emergency use should be observed. This information should remain with the appliance when ownership is transferred.

Service representatives for specific brands of appliances are often listed in the yellow pages of your telephone directory. The retailer from whom you bought your home may also have this information.

There are some general maintenance rules which can be followed in caring for major appliances and fixtures.

RANGES

NOTE: All ranges, whether gas or electric installed in your manufactured home, are listed by a nationally recognized testing agency. Some ranges have a specially treated all in one cooking surface which does not have cracks or crevices to trap grease and dirt. These surfaces must be cleaned and cared for in accordance with the manufacturer's instructions. **In general, harsh cleaners should not be used on these surfaces, which should be cool when cleaned.**

NOTE: Your home has been equipped with an over the range or cook-top exhaust fan. It is important to use the vent fan when cooking to vent moisture to the exterior of the home. This will help to prevent condensation.

CAUTION: Clean ventilating fans frequently. Grease should not be allowed to accumulate on fan or filter.

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GAS RANGES

Gas ranges may be adapted for use with either LP or natural gas upon the installation of the proper orifice. The vast majority in manufactured homes are equipped for LP gas. The gas ranges should be carefully adjusted for the correct fuel at the time of placing the range in operation. The entire gas system should be thoroughly checked for leaks by a qualified person before the gas is turned on (representative of the local gas company should be consulted). **Incorrect adjustment of the burners, the pilot lights, or any part of the system can result in unsatisfactory operations and a dangerous situation. Proper gas pressure is important. Any considerable variation from "normal" will adversely affect the stability of the pilot light. CAUTION: Before moving your home, the main valve at any outside gas cylinder must be turned off.**

WARNING: Portable fuel-burning appliances are NOT SAFE for heating or cooking inside your home. Asphyxiation from oxygen depletion or carbon monoxide poisoning can occur if these devices are not properly vented to the outside.

ELECTRIC RANGES

Care should be taken in cleaning the control panels and the burners so that they are not damaged.

Homeowner or by others installed electric ranges and cook-tops must have the neutral to ground grounding strap removed and discarded. Use only 4 wire pigtail or direct 4 wire hook-up. Before installation of electric ranges or cook-tops, check the power requirements of appliance against capacity of circuit installed to prevent overloading.

REFRIGERATORS

If defrosting is necessary, it should be done in accordance with the "Use and Care" (operating instructions) book. To allow proper air circulation, open grill work at the top and/or bottom should be cleaned with a solution of water and baking soda as needed, and then wiped dry. The exterior can be cleaned with any of the recommended cleaning agents listed in the operating instructions for the appliance.

WATER HEATERS

These appliances are operated by gas or electricity and require little care. They are equipped with thermostats that are pre-set by the water heater manufacturer to maintain the water at the desired temperature. An adjustment can be made to obtain either hotter or cooler water. The heater is equipped with a temperature and pressure relief valve to prevent the build-up of dangerous temperatures or pressures in the event that the tank thermostat should fail.

If it is necessary to install a new water heater in your home be sure that a proper pressure and temperature relief valve is installed in the new heater and that the vent extends, undiminished in size, so that it will discharge beneath the manufactured home. See the separate water heater operating instructions for

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additional information. Before installation of an electric water heater, check the power requirements against present capacity to prevent overloading.

If your manufactured home has an electric water heater, be sure that the heater is filled with water before energizing the circuit to the water heater to prevent damage to the heating element.

SMOKE ALARMS

Smoke alarms have been installed in each bedroom and in the living area of your manufactured home. These alarms are interconnected. You should be familiar with their operation and learn how the alarm can be silenced and the alarm reactivated once the alarm has sounded. **This is an important safety device installed for your protection.** Be sure that it's kept in A-1 working condition by testing it frequently in accordance with the manufacturer's instructions supplied with your home.

CAUTION: IN NO CASE SHOULD A SMOKE ALARM BE USED FOR MORE THAN 10 YEARS. REPLACE IT AFTER 10 YEARS.

WARNING: NEVER DISCONNECT YOUR SMOKE ALARMS.

These alarms, which meet Underwriters Laboratory Standard #217, operate on household current. For your added protection the smoke alarm is equipped with a battery back-up system. **The battery should be replaced per manufacturer's instructions which are found in your homeowner's packet.** Their purpose is to provide early warning in case of a fire. Since smoke and accompanying toxic gases are the cause of most fire fatalities or injuries, smoke alarms, which generally provide earlier warning, are provided rather than other fire alarm devices.

CAUTION: YOUR SMOKE ALARM IS NOT FOOL PROOF AND IS NOT WARRANTED TO PROTECT LIVES OR PROPERTY.

EMERGENCY EXIT PLAN

Instituting a home emergency exit plan is one of the most important actions your family can take to protect your life and the lives of others. Many fire departments advocate family fire drills. Your local fire department may have suggestions for you to help you set up practice drills for your family. Make sure everyone living in the home understands and rehearses the emergency exit procedures. Draw a floor plan of your home showing all possible exit routes. Example: doorways, and egress window locations.

You may also want to purchase for your home the following safety related items.

- ? Fire Extinguisher
- ? Weather Radio
- ? Flashlights and Batteries
- ? Carbon Monoxide Detector
- ? Gas Detector for LP or Natural

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IMPORTANT NOTICE TO DEALERS, INSTALLERS AND HOME OWNER

SMOKE ALARMS

ALL SMOKE ALARMS MUST BE TESTED ONCE POWER IS INSTALLED, BEFORE HOME CAN BE OCCUPIED.

TEST EACH SMOKE ALARM AS PER SMOKE ALARMS TESTING AND OPERATIONAL INSTRUCTIONS AS PROVIDED WITH EACH HOME. WHEN TESTING ALARMS, LISTEN FOR OTHER SMOKE ALARMS TO SOUND THEIR HORNS. INSURE THAT EACH ALARM'S BACKUP BATTERY IS ACTIVATED. IF SMOKE ALARM DOES NOT OPERATE PROPERLY AS PER MANUFACTURERS INSTRUCTIONS, REPLACE SMOKE ALARM AND RETEST.

WASHERS AND DRYERS

The manufacturer's instructions for "Use and Care" should be followed for both of these items. Although your home may have the proper electric and plumbing systems to accommodate later installation, do not attempt to install either one in your home without competent assistance. CAUTION: If you remove your washer, be sure to cap the drain stand pipe to prevent the escape of sewer gases into the manufactured home. Site installed dryers must have the neutral to ground, grounding strap removed and discarded. Dryers shall have 4 wire pigtail hook-up.

OTHER APPLIANCES

A dishwasher, garbage disposal or other optional appliances may be provided with your manufactured home. Operating instructions for these optional appliances will be included in the package containing this manual if they are factory installed. If your dealer has installed these extra appliances, he may place the warranty and operating information in a different location. For convenience and safekeeping, you may wish to include this information, along with that for other appliances, in the package containing this manual.

PORCELAIN ENAMEL SURFACE

Most porcelain enamel surfaces of kitchen appliances and some modern plumbing ware can be cleaned with warm water and good detergent used promptly.

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Commercial cleaners are rarely needed on porcelain finishes except for baked-on grease and oven stains, or a sink stain which has come from highly mineralized or rusty water.

Porcelain enamel should be protected from a harsh blow with a sharp instrument which can chip it.

STAINLESS STEEL SURFACES

Sinks or counters of stainless steel should be cleaned with detergent, a liquid or a foam producing cleanser. **Do not use an abrasive powder.** There are several cleaners which are specially prepared for stainless steel. **Avoid scratching surfaces with sharp edges of utensils or knives, as these scratches cannot be removed.** A rubber mat in the sink is good protection.

ACRYLIC SURFACES

Some lavatories, bathtubs, and counters have acrylic surfaces. There are special cleansers or polishes available for them which should be used instead of an abrasive powder. If a detergent is used, be sure that the surface is thoroughly rinsed so that no film is left to dull the finish.

CAUTION: Always follow instructions provided by the appliance manufacturer for surface care and cleaning.

WASHER AND DRYER LOCATION AND VENTING

The washer-dryer area in your home is supplied with a tag which gives you available clearances for sizes of appliances it will accommodate. Figure A-1 is an illustration of proper venting techniques for your dryer exhaust vent.

DRYER VENT INSTALLATION INSTRUCTIONS

The dryer vent duct is to be installed per the diagram enclosed. The duct is to be supported so that no part of the duct is in contact with the ground. (Supports not provided.) The end to be attached to the dryer is routed through the openings provided, then securely attached to the dryer with the clamp provided. The bottom is to be sealed around the duct. The exhaust terminal must be attached to the exterior wall closest to the dryer location (see figure A-1). **This duct must not terminate under your home.**

CAUTION: Termination of vent under the home will void your warranty.

DOWN DRAFT RANGE UNIT

Your home may be equipped with a down draft range unit. The duct for the unit is below the floor and must terminate outside the perimeter of the home (see figure A-2). This duct will need to be installed when your home is set-up.

This duct must not terminate under your home. Caution: Termination of the vent under the home will void your warranty.

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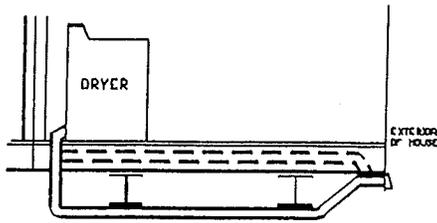
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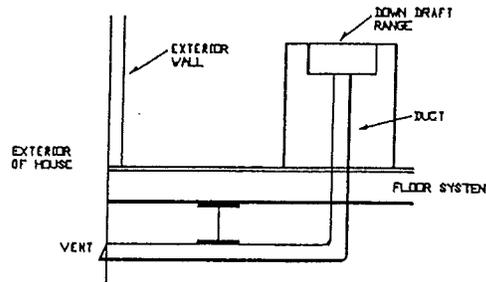
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DRYER VENT
FIGURE A-1



DOWNDRAFT RANGE VENT
FIGURE A-2

UTILITY SYSTEMS

ELECTRIC POWER SUPPLY

Like all modern dwellings, the electrical system of a manufactured home (120/240, volt, 3 pole, 4 wire grounding) must conform to the National Electrical Code.

CAUTION: Only a qualified electrician should be employed to handle the electrical installation or repairs of ANY home. Inexperienced persons might very well cause serious or fatal accidents.

WIRING SYSTEMS

Before moving your home to a park or the intended home site, check to see that the electric power supply available meets the needs of your home. Wiring of inadequate capacity can result in low voltage to the home and cause a drop in the efficiency of lights and appliances. Motors may burn out and you may be paying for electricity you do not use.

If you add electrical appliances (both major and hand appliances) to your home, be sure your wiring is adequate to provide the appliance with electricity. The more appliances added, the larger the wiring must be entering the home.

GROUNDING SYSTEMS

For the protection of its occupants, it is vital that the manufactured home be properly grounded whenever it is connected to a source of electrical power.

WARNING: For safety's sake, it is extremely important a Qualified Electrician do the work of grounding your home.

The manufactured home has the protection of a "Grounding Type" wiring system. The entire home is grounded just as one would ground a vacuum cleaner or a portable electric drill. Notice that the electrical receptacle in the wall has a third hole instead of the conventional two slots. The third hole is to provide a ground for any appliance that is plugged into the receptacle. Now observe the plug on your refrigerator cord. It has three terminal posts instead of the old fashioned two bladed type. The round terminal is the ground. Your cord has a third wire from the round post to the outer shell of the refrigerator. With this system, if the outer shell of the refrigerator should accidentally

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become energized, the power would be directed to the ground outside the home instead of hurting someone who accidentally touched the refrigerator. All major appliances electric equipment and metal parts of your home are grounded for this reason. Just as we must have an extra conductor coming into the home distribution panel: one conductor to act as a neutral or return (white wires), one to act as a ground (bare wire), and two as "hot wires". With this system, the neutrals and grounds must remain isolated from each other throughout the home out to the source of supply from the utility branch or pole.

It is extremely important that the neutral conductor (white wire) NOT be ground in or on the manufactured home or the manufactured home service entrance cabinet. Grounding through the manufactured home hitch caster or metal stabilizer in NOT SAFE.

The ONLY safe and approved method of grounding the home is through an electrically isolated grounding bar located on the electrical distribution panel. This bar bonds all non-current carrying metal parts of the home for grounding from a single point. Grounding may be accomplished by driving a copper rod into the ground and installing wire from the grounding bar on the distribution panel to the rod. Your electrical installer should know the proper type of rod and its installation to conform to the National Electric Code.

ELECTRICAL DISTRIBUTION

Your home has a safety factor in its electrical distribution panel. The panel has a series of switch plates with "Breakers" which eliminate the use of a fuse. The panel has a series of switches to simply be flipped to "OFF" position and flipped back to the "ON" position to restore service after the cause of the short has been corrected. A main breaker is provided both for each circuit and for the wiring coming into the home from the utility source. The main controls the power throughout the entire home. The individual circuits have their own breakers that cut off the electricity to the circuit if problems occur. The wiring system in your home meets all appliance requirements of the National Electrical Code for Manufactured Housing.

It is important that the rating of the breaker not exceed the carrying capacity of the conductor (wire). It is protecting, e.g. gauge 12 copper wire (the conductor) is rated at 20 amperes. 14 gauge copper wire (the conductor) is rated at 15 amperes. **If a circuit continually trips the breaker in short period of time, consult an electrician. More than likely you have problems with a short or an overloading of the circuit.**

NOTE: The electric distribution panel has a main shut-off switch to be used if it is ever necessary to cut off electricity throughout the house.

Your home has two (2) or more 20 ampere, 120 volt circuits provided for the kitchen, dining and laundry areas. Other outlets and lighting are on 15 ampere 120 volt circuits.

There are other branch circuits that are individual circuits, examples: furnace, water heater, range oven, dryer and air conditioner equipment. Each of these circuits is sized to the electrical requirements of the appliances installed at the factory. If replacement appliances are installed, be sure that their requirements do not exceed the capacity of the appliance circuit supplied to them.

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Portable appliances that produce heat, cooling or contain high amperage motors are most likely to overload a circuit. Items like hair dryers, irons, vacuum cleaners and toasters can cause this.

Each appliance has a data plate that gives the appliances requirements in either amps or watts. You can reduce the overloading of a circuit by turning off some appliances or load and reset breaker by turning breaker off then back on. If breaker continues to trip, it may indicate a more serious problem. Consult a qualified electrician. High wattage or amperage appliances may show a dimming of lights. This is normal occurrence.

GROUND FAULT CIRCUIT INTERRUPTER (GFCI)

All bathroom, exterior receptacles (not heat tape receptacle under house), and kitchen receptacles within 6'-0" of kitchen sink of the manufactured home must be guarded by a ground fault circuit interrupter (GFCI). This GFCI is a safety device installed to protect the occupant from electrical shock. If the GFCI has tripped to the "OFF" position, due to a fault in the circuit, the receptacle which it serves will not operate. **The reset button on the GFCI will reactivate it.** You should periodically check the operation of each GFCI by pressing the "TEST" button located adjacent to the circuit breaker inside the electrical distribution panel or center of GFCI receptacle. **When the "TEST" button is depressed, the circuit breaker of GFCI receptacle should trip to indicate proper operation of the GFCI.** You can then reset the breaker of GFCI receptacle to restore electricity to the circuit.

CAUTION: Do not connect items needing a constant source of power such as a refrigerator or a freezer to an outlet that is GFCI protected. A "trip" of the GFCI may shut off current to this device without your knowledge or while you are away.

WE REPEAT: Do not attempt to do electrical work of any kind in any situation or building, unless you are qualified to do so. The safety of you and your family could be endangered.

CEILING FANS

Follow manufactures installation instructions. To reduce the risk of injury, install ceiling fans with the trailing edges of the blades at least 6'-4" above the floor. Maximum ceiling fan weight allowed is 35lbs. Install ceiling fans only at locations where ceiling light boxes are rated for ceiling fans.

EXTENSION CORDS

Improper use of extension cords can be dangerous. The extension cord may have lower amperage ratings than branch circuits and can get hot with long usage.

TELEPHONE AND CABLE TV

The walls, ceiling, and floors of a manufactured home contain electrical wiring circuits, plumbing and duct work. Careless installation of telephone and cable television lines may result in serious electrical shock hazards as well as damage to the home. Contact with these systems must be avoided when drilling through and installing cables

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within wall, ceiling, and floor cavities. Only qualified professionals should do the installation of telephone and cable TV cables.

GAS

Gas may supply power for a number of home appliances, water heater, furnace, range, heaters and others. **The home owner should never attempt to repair the gas lines in his house.** In most areas the local gas company will service the gas system. If a gas leak is suspected, call them at once.

If you smell gas, check the pilot lights of the various gas appliances in the house. Range burners may have been turned on but left unlit. **If you cannot locate the source of escaping gas immediately, suspect a gas leak and call the gas company. While you are waiting, don't light matches or flames, open all windows and turn off the main gas shut off valve which is located near the gas meter of LP tank.** Every member of the family should know how to locate the main gas shut off valve before an emergency occurs. When the emergency is over and the gas is turned back on, make sure that all pilot lights in the house are properly lit. A pilot light should be lit with great care immediately after the gas supply is turned on.

CAUTION: Be sure the gas to the pilot light has been off long enough for air currents to carry away all the gas which has escaped into the room before re-lighting the pilot light.

If the pilot lights malfunction, the gas company may provide a free adjustment so that they burn correctly. Otherwise, a qualified repairman will do this for a fee. Pilot lights of furnaces can be left burning throughout the year to prevent condensation and rusting.

If stove burners fail to ignite when the pilot light is lit, they may be clogged with food particles. Removable burners may be soaked clean in a solution of washing soda. Use a wire brush to remove food particles from the holes of a removable burner, taking care not to push particles into the burner.

If your home is equipped with bottled gas for cooking or heating, extreme caution should be used before turning on gas at the cylinder. All appliance valves should be checked for loose connections and leaks before and after opening the cylinder valve.

CAUTION: A match or flame should never be used in checking for leaks. A safe and frequently used method of checking for gas leaks is to apply a soapy water solution to the surface of the suspected area and look for tell-tale bubbles, which will indicate the presence of escaping gas. **Do not use a detergent with ammonia. Shut off valve and call a qualified service person.**

CAUTION: The only LP cylinder or "bottle" that should be used is one bearing the approval marking of either the U.S. Dept. of Transportation (DOT) or ASME. The chief difference between these two is that the DOT cylinders are acceptable in any state, whereas the ASME cylinders, which have been built to the Boiler and Pressure Vessel Code of the American Society of Mechanical Engineers, may not be acceptable in all states.

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WATER SUPPLY LINE (Note: Homeowner must insure that the water pressure from water supply does not exceed 80 P.S.I.).

All water for use in your home enters at one location through a min. 3/4" diameter supply line. Your home is designed for an inlet water pressure of 80 P.S.I. max. - When water pressure exceeds 80 PSI, a pressure reducing valve must be installed. (See installer section). Supply lines must be installed below frost line and riser must be protected from freezing.

You may never have a leak in your manufactured home, but we recommend periodic plumbing checks as a precautionary measure. (Sand and sediment in water can cause dripping faucets, clogged strainer, etc.) If you should experience plumbing problems - a cut-off valve will enable your plumbing to be repaired easily and promptly, should a problem occur.

NOTE: Be sure to cut off water heater breaker in main electrical panel when water is turned off to prevent damage to the heating element.

If you should leave your home for an extended period of time during cold weather, you should make sure all lines are drained. Should you feel that your geographical location necessitates insulation of your exterior plumbing pipes, the following method is suggested. Horton Homes, Inc. /Dynasty Homes, Inc. is not responsible for damage caused by a visible leak because the home is unattended for an extended period of time. (I.E. while on vacation turn water off.)

WARNING: Your home may not be equipped with an anti-scald device. Always let hot water run to a stabilized temperature and test this temperature before entering a tub or shower. Extra care should be taken with children and the infirm to prevent scalding injuries.

HEAT TAPE

One method of protecting your water supply system is with a thermostat controlled electric heating element, generally referred to as a "Heat Tape". A receptacle is located within approximately 24" of the fresh water supply inlet for this purpose.

When the heat tape is wrapped around the pipe and plugged into the receptacle outlet, protection against freezing will be provided to the pipe even in coldest weather.

Heat tape must be automatic type, listed for manufactured home use and installed as per heat tape manufacturers' instructions.

Should you not use heat tape, the following method is suggested. Cover pipe entirely with an insulating material with an R value of a least 4. This insulating material should be wrapped around pipe with a durable type tape such as heat duct tape or electrical tape.

WARNING: Heat tape receptacle is not GFCI protected. Do not use this outlet for any connection except the Heat Tape.

WASTE LINES

Your manufactured home drainage system has been carefully designed and installed at the factory. Your dealer may provide the final connection to the sewer system at your home site, when he installs your manufactured home. Once this drain connection

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has been completed, the drainage system works much like that of any other building. The most likely problem you will ever encounter with your drain is clogging, usually caused by large objects placed into the sink or toilet drains. We do not recommend that you flush disposable diapers or similar objects down the toilets. We also do not recommend that food scraps be washed down the sink drain unless they are processed through a garbage disposal. Grease, fats, and oils may be a problem, especially if drain lines are exposed during cold weather. If a stoppage occurs which you cannot clear with a "plumber helper" or a commercial drain cleaner, or if you have other drain problems, call your manufactured home dealer or service man for assistance.

Some units have stub-outs in certain locations that have to be field installed to the main drain.

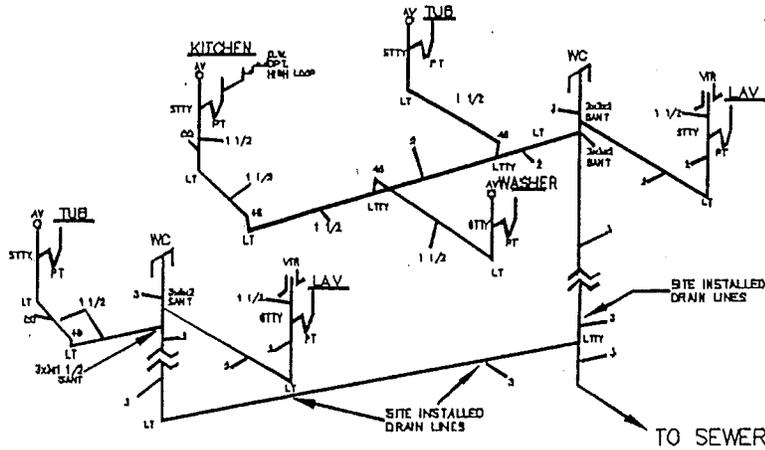
NOTE: DO NOT use a heat tape on exposed drain line.

SITE INSTALLED WASTE LINES – Enclosed with your homeowner's information is a waste drainage piping system diagram for your home. On these diagrams is a break indication (^ ^), which means that all piping below this marking (^ ^) is to be assembled on site. The pipe and fittings for this site installed assembly are included with the home. The fittings will be one of two types – long turn or short turn, and the pipe sizes will be 1-1/2", 2", or 3". The proper pipe and fitting sizes will be indicated on the diagrams.

To ensure proper flow and venting of the waste drainage system, the enclosed drainage information should be followed at the time of set-up. The direction of flow is toward the main sewer outlet with a minimum slope of 1/4" per foot.

All site installed plumbing must be checked for leaks and should be installed by qualified personnel.

WASTE LINES
SAMPLE WASTE LINES
(NOT TO SCALE)



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HEATING AND COOLING SYSTEMS

HEATING SYSTEMS

GENERAL

As in any modern home, there are many possible types of heating installation. Yours may be one of these:

1. Gas (either Natural or Liquid Petroleum Gas)
2. Electric (either forced or baseboard)
3. Oil

A manual covering maintenance and operating instructions will be found with your furnace. If not, request one from the furnace manufacturer. Be sure to provide the model number of the furnace, which will be found on a name plate immediately inside the front panel or door at the front of furnace. The thermostat control of the furnace can be set to maintain the desired comfort temperature. Special attention should be given to its regulation and the instructions provided by the furnace manufacturer and should be followed regarding the operation and warranty. Central heating systems are engineered to function properly by means of a return air method. When the blower of the furnace is operating, it forces warmed air from the furnace through the duct systems out into the individual rooms. To balance or compensate for that pressure, the furnace must pull air from the various rooms back to the furnace, thus providing a balanced air flow throughout the home with the furnace blower acting as the pump.

If the furnace has a return air duct system, the furnace closet will have an area for return usually covered by screening. **This should not be blocked.** Another common method to facilitate air circulation in a manufactured home is to provide open air spaces at the door of each room through the use of grill work in the door, over the door or by allowing extra clearance space at the top and bottom of the closure. **Do not block or try to seal this open space.** Similarly, **do not block the door in front of the furnace compartment.**

Never use the furnace compartment as a storage area, even when the furnace is not in use. The return air system is just as important to the forced air electric furnace as it is to the gas and oil furnaces.

FUEL BURNING FURNACE

Fuel burning furnaces are those which perform a flame caused by combustion. This creates heat. The air intake to support combustion in your manufactured home furnace is supplied from outside the home rather than inside as is customary with the heating systems in site-built housing. The sealed combustion furnace provides an added protection to you, the occupant.

FURNACE MAINTENANCE

GAS FURNACE MAINTENANCE

A qualified service representative should inspect the furnace each fall to detect potential leaks and problems. The filters can be replaced or cleaned as necessary throughout the year. Most filters can be rinsed with water to remove the dirt or brushed clean.

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ELECTRIC BASEBOARD MAINTENANCE

Baseboard heating units do not have any moving parts, and require little maintenance. Return air systems are not required. Room temperatures may be controlled individually. A home heated in this manner requires the addition of a duct system if central air conditioning is added at a later date.

OIL FURNACE MAINTENANCE

Where oil is used as a fuel for heating, an adequate supply must be readily available. In general this means the use of either an individual oil storage tank located adjacent to the manufactured home, or a centralized oil distribution system now found in some of the newer manufactured home parks. A readily accessible and approved shut-off valve manually operated must be installed at the outlet of the oil supply tank.

Where a centralized system exists, it would normally only be necessary to connect from the manufactured home to the oil connection provided. The oil in the system is under pressure and is supplied through a suitable metering device. The operating instructions provided by the furnace manufacturer will outline the maintenance required for the specific model. In general, certain functions can be performed which will help keep the furnace trouble free.

1. The fuel tank should be positioned so that it can be kept clean and free from moisture. This can be done by tilting the tank. The outgoing tube should be at the higher end. Any water and dirt that accumulates in the tank will flow to the low end since they are heavier than oil. This low end should be drained monthly to emit the water and dirt particles. The tank should be kept as full of oil as possible to eliminate excessive condensation.
2. Filters should be kept clean by washing or replacing frequently.
3. Oil should be applied to the moving parts as recommended by the furnace manual.
4. **A competent heating service representative should check the furnace once a year and make necessary repairs.** (Oil systems may require replacements of the nozzle and adjustment of the electrodes on an annual basis).
5. **If the home is located in a cold climate, exposed oil lines should be protected to prevent the oil from congealing.**

WOOD BURNING FIREPLACES

Your home may have been manufactured with a wood burning fireplace installed. At the time your home is installed, a professional installer should complete the installation of the chimney including spark arrestor and rain cap. Follow fireplace manufacturer's instructions for installation and operation supplied with the fireplace.

CAUTION: Your fireplace is a decorative device intended to add beauty and a cozy atmosphere to your home. **It is not intended as a primary heat source.**

COOLING SYSTEMS

Air conditioning may be installed on homes that designated "suitable for air conditioning" on the Data Plate for the home. On the Data Plate is information to assist the installer in calculating the size of air conditioner needed for your home. When an air

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conditioning unit is added, it must be installed in accordance with local and national codes. It must be listed by a nationally recognized testing laboratory, such as Underwriters' Laboratory, Pittsburgh Testing Laboratories, or the American Gas Association.

CAUTION: Oversized air conditioning equipment can lead to poor overall performance of the homes cooling system. Over size air conditioning equipment cycles on and off frequently which shortens equipment life, lowering efficiency, and increases power bills. Oversize A/C equipment can cause moisture problems within the home.

Before turning on the unit (or system), be sure to read all instructions provided by the air conditioner manufacturer, including those for care of the air filter. The filter must be cleaned or replaced periodically as the manufacturer recommends. Usually filters can be cleaned by removing them and flushing them thoroughly with water from a hose or tap. Hot water and detergent can be used if necessary.

The thermostat controls can be set to maintain the desired comfort temperature. Special attention should be given to its regulation and the manufacturer's instructions should be followed.

If ever the unit should fail to operate, check the fuse first. If the fuse has blown and you cannot determine the reason for the blown fuse, contact the representative who provides service for the air conditioner manufacturer. Do not attempt to operate the unit again without the appropriate repairs. If there is a warranty, refer to its provisions.

CONDENSATION, VENTILATION, AND HUMIDITY

MOLD GROWTH PREVENTION

You have purchased a home, which when properly installed and properly cared for by you, will be a source of pleasure to you and your family for a long time.

Your home has been designed to be used within the normal humidity comfort ranges.

The growth of mold will occur where there is excessive moisture. Mold spores are everywhere – in the air we breathe, wherever we go. Normally the presence of mold spores is not a problem unless molds are allowed to grow. Some molds, such as mildew, are simply an annoyance because they are unsightly. Other molds, if allowed to grow, may result in health consequences to the occupants of your home. Sensitivity to mold varies from person to person.

Molds can only grow in your home if there is excessive moisture. In order for you to be comfortable, there must be moisture in the air around you. Relative humidity refers to the amount of moisture in the air. Research has demonstrated the comfort range of people with respect to relative humidity is 30% to 55%. If relative humidity is above or below this range, people are uncomfortable.

Mold grows at 60% humidity or above and, therefore, it is necessary that humidity be maintained below that level in order to prevent mold growth. In addition, there is no reason to have humidity in your home above 55% for the comfort of you, your family and guest.

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WHAT CAUSES HUMIDITY LEVELS TO RISE?

Sources of high humidity are either external or internal. An example of an external source would be an area of high humidity such as low-lying coastal areas in the Southeastern part of the United States or evaporation from an inland lake. Another example would be a rain shower. A rain shower causes a temporary increase in external humidity levels. In homes, humidity levels can be caused to rise by the use of showers or boiling water incident to cooking. Your home has been equipped with exhaust fans in the kitchens and bathrooms, specifically for the purpose of removing excessive moisture.

The manufacturer has no control over the amount of relative humidity in your home. Relative humidity has nothing to do with the design of the home or the construction of the home by the manufacturer. When properly installed by the company from whom you purchased your home or by the installer hired by the dealer, the only person who can control the relative humidity in the home is the homeowner.

HOW DO YOU KNOW WHAT THE HUMIDITY LEVEL IN YOUR HOME IS?

There are many devices on the market today which you can place in your home for the purpose of measuring relative humidity. For example, a combination indoor/outdoor thermometer which also measures relative humidity can be purchased. Having such a device in your home will give the information that you need in order to protect your home and your family from problems associated with excessive moisture.

HOW DO YOU CONTROL EXCESSIVE MOISTURE?

1. Use your exhaust fans. Whenever you are cooking in your home, use the vent hood exhaust fan in your kitchen. Whenever you are using the sinks, bathtubs, or showers in your home, use the exhaust fan in the bathroom.
2. Open windows to improve air flow in your home. When homes were naturally ventilated, before air conditioning, excessive humidity was rarely a problem because people ventilated their houses by opening doors and windows. The free exchange of air between the inside of the house and the outside of the house usually resulted in lower humidity levels except in times of high outside humidity. Today people make the mistake of keeping their windows and doors closed and relying entirely upon artificial ventilation.
3. Use a dehumidifier. This is a very effective way to control excessive moisture in your home. Dehumidifiers are readily available from stores that sell building supplies or appliances.
4. Proper sizing of air condition units. Do not oversize your air conditioning unit. (example: unit size needed is a 3 ton, but installed a 3-1/2 ton) An oversized air conditioning unit turns on and off more often than it should. It will not dehumidify the air as well as a properly size air conditioning unit for your home.

If you keep the humidity in your home below 60%, mold growth will not occur. Once you move into your home, the responsibility for maintaining a health environment is yours. Only the homeowner can control humidity in their home.

If you keep the humidity in your home below 60%, mold growth will not be a problem.

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Mold spores are everywhere. We are constantly taking them into our lungs when we breathe. Some people are particularly sensitive to mold spores because of asthma or allergies or other medical problems. The symptoms of some people who are sensitive to mold spores and other airborne irritants may be completely eliminated by the use of an air filter in your home. Air filters can be acquired at stores selling building supplies or small appliances.

The responsibility for the control of mold growth in the home is entirely the responsibility of the homeowner.

Your home warranty does not apply to problems in your home which are caused by or aggravated by humidity levels in excess of 55%.

PROPER DRAINAGE AND MOISTURE CONTROL (Ground Water)

The area beneath and around the home must be graded and sloped to avoid surface water accumulation. The site shall be graded to divert the flow of rain and irrigation water from under the home. Should water be allowed to stand under the home for long periods of time, the unavoidable result will be deterioration of the home and an adverse affect to the comfort level of the home.

Drainage shall be provided that prevents water build-up under home. Improper drainage can result in shifting or settling of the foundation, dampness in the home, damage to siding and bottom board, buckling of walls and floors, and problems with the operation of doors and windows. Warranty could be voided.

GUTTERS AND DOWNSPOUTS

When gutters and downspouts are installed, the run off shall be directed away from the home

AIR CONDITIONING CONDENSATION LINES

Air conditioner condensation drain lines shall not terminate under the home. Lines need to be routed to the exterior of the home.

DRAINAGE FOR PORCHES

CAUTION: Area under porches should not be graded or enclosed by a foundation that prevents water from draining away from the home. Foundation or underpinning shall follow the exterior wall of the main sections.

VENTILATION IN CRAWL SPACE

If you decide to underpin your home, proper ventilation must be maintained. Do not completely enclose the underside of your home without proper ventilation as this may damage your home.

If the underside of the manufactured home is to be closed-in, ventilation must be provided for by installing opening with a net area of at least one square foot for each 150 square feet of under the home area. The openings should be approximately equally distributed along the length of the home on opposite sides with some openings to be located within 3foot to the corners to provide cross ventilation. A layer of 6 mil. polyethylene plastic or equal material must be used to fully cover the ground under the home for a vapor retardant. Ground cover material shall have at least 12 inches of

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HORTON HOMES, INC. / DYNASTY HOMES, INC.

Mold spores are everywhere. We are constantly taking them into our lungs when we breathe. Some people are particularly sensitive to mold spores because of asthma or allergies or other medical problems. The symptoms of some people who are sensitive to mold spores and other airborne irritants may be completely eliminated by the use of an air filter in your home. Air filters can be acquired at stores selling building supplies or small appliances.

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GUTTERS AND DOWNSPOUTS

Homes suitable for gutters and downspouts must have runoff directed away from home. Check with Horton Homes, Inc. /Dynasty Homes, Inc. before installing gutters and downspouts if home is suitable for gutters and downspouts to be installed.

AIR CONDITIONING CONDENSATION LINES

Air conditioner condensation drain lines shall not terminate under the home. Lines need to be routed to the exterior of the home.

DRAINAGE FOR PORCHES

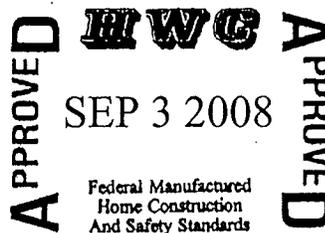
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material overlapping at all joints. Check with local jurisdiction. Some local jurisdictions will allow ventilation requirements to be reduced with above ground cover up to one square foot for each 1500 square foot. Ground must be fully covered with vapor barrier. **Failure to install a vapor barrier will void your warranty.**

ADDITIONS AND ACCESORIES

Additions to the home shall be a structure which is of a free standing design. The structure shall have columns to support the additional weight. Follow applicable building codes and product manufactures recommendations for accessories or additions to be installed to the home.

Example: Patio Covers, Decks, Awnings, Carports, or Room Additions.

ALTERATIONS TO HOME

Prior to altering a home, the authority having jurisdiction shall be contacted to determine if plan approval and permit are required.

Alterations can include such items as modifying the electrical, plumbing, heating, cooling, or adding a room, a carport, or a garage.

Alterations may void in whole or in part the limited warranty contained in the Home Owner's Manual.

INSTALLATION WARNING

WARNING: Installation of your manufactured home should be performed by professional contractors who have been trained in set-up and installation skills. Lay persons unfamiliar with these skills who attempt installation could cause personal injury to themselves and others, and damage to the home. The home weighs several tons.

PROPER VENTILATION

Most condensation can be prevented by heat and ventilation. Because doors and windows usually are opened in summer, water and vapor readily escape. At other times it may be advisable to have a fan in operation.

A natural circulation of air or the movement of heated air by a fan or blower can remove cold spots in a room where condensation is liable to occur. Most heating units require no extra ventilation. Some furnaces are designed to blend some outside air with the inside air and distribute it by the furnace blower throughout the manufactured home duct system.

LIMITED TO EXPRESS ONE-YEAR WARRANTY

If kerosene heaters are used without proper ventilation in your manufactured home, excessive moisture in the form of condensation can result. Kerosene heaters produce hydrogen which will combine with the oxygen in the air to form water vapor. One gallon of kerosene when burned will produce 1.12 gallons of water vapor.

Horton Homes, Inc. / Dynasty Homes, Inc. hereby expressly limits the provisions of its homeowner's warranty to exclude the use of unvented kerosene space heaters. Horton Homes, Inc. / Dynasty Homes, Inc. will not be responsible for damage to any part of one of its manufactured homes brought about as a result of excessive condensation due

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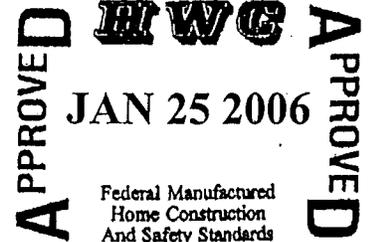
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to the use by the owner or occupant of any unvented kerosene space heater. In addition the following items will void the warranty of your new home.

- ? Failure to keep house level on foundation-piers
- ? Failure to vent dryer or downdraft range unit to outermost perimeter of the home
- ? Failure to provide a vapor barrier beneath the home
- ? Failure to provide minimum ventilation in the crawl space
- ? Relocation of the home from its original location



INTERIOR VENTILATION SYSTEM

Your home will contain a whole house ventilation system. This system will be one of two types, passive/mechanical or mechanical.

The **passive/mechanical system** is the Aura interior vent system. The passive portion of this system continuously provides some air change for the home without the use of electricity. The passive portion of this system uses wind movement as the source of energy. The mechanical portion of this system supplements the passive by coming on in fixed designated times automatically. This system has a switch to control the mechanical portion. The home owner is **encouraged** to position the switch, labeled "**WHOLE-HOUSE VENTILATION**", in the **ON** position at all times.

As an option a **mechanical ventilation system** can be integrated into the heating or cooling system. Another optional type of mechanical ventilation system is exhaust fan system. These systems will supply a percentage of fresh air into your home. This system has a switch to control the mechanical portion. The home owner is **encouraged** to position the switch, labeled "**WHOLE-HOUSE VENTILATION**", in the **ON** position at all times.

A NOTE TO THE HOMEOWNER

For air freshness, better air quality, and increased ventilation a passive air system has been installed in this house.

SPECIAL INFORMATION

HEALTH NOTICE

Some of the building materials used on this home emits formaldehyde. Eye, nose and throat irritation, headache, nausea and a variety of asthma-like symptoms, including shortness of breath have been reported as a result of formaldehyde exposure. Elderly persons and young children, as well as anyone with a history of asthma, allergies, or lung problems, may be at greater risk. Research is continuing on the possible long-term effects of exposure to formaldehyde.

Reduced ventilation resulting from energy efficiency standards may allow formaldehyde and other contaminants to accumulate in the indoor air. Additional ventilation to dilute the indoor air may be obtained from a passive or mechanical ventilation system offered by the manufacturer. Consult your dealer for information about the ventilation options offered with this home.

High indoor temperatures and humidity raise formaldehyde levels. When a home is to be located in an area subject to extreme summer temperatures, an air conditioning system can be used to control indoor temperature levels. Check the comfort cooling certificate to determine if you have any questions regarding the health effects of formaldehyde, consult your doctor or local health department.

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INSURANCE

Insurance coverage for manufactured homes and rates may vary from state to state as a result of their different regulations.

The kinds of coverage you need should be discussed with a knowledge agent of your choice who represents an insurance company which understands the manufactured home and can help plan a program best suited to your needs. There are certain basic principles and fundamental information about insurance which apply to all kinds of home ownership, manufactured home owner so that adequate protection is possible both when the home is (1) in transit and (2) sited.

If you plan to relocate your manufactured home, be sure to ask your transport company which aspects of the move will be covered by his insurance. You may wish to obtain temporary additional collision or upset "trip" insurance, or to insure specific items in the manufactured home for possible transit damage.

Included among the types of insurance which the home owner should be aware of are four basic types of insurance coverage which he may want to consider. This list is included to help you select adequate coverage, but there may be additional types of coverage which you should consider.

"Comprehensive Physical Damage" - This type of insurance pays for certain kinds of direct damages to your property such as flood, fire, theft (of your home) earthquake, windstorm, landslide and lightening. Other damages might be included such as spillage of inks, chemicals, paint, oils, and faulty thermostatic controls.

On the road collisions or upsets would not be included in this category but could be insured separately as could natural disaster protection which would pay off the loan in the event the home is destroyed before all payments are made.

It would be well to determine whether adjacent structures (such as steps, awnings, carports, skirting, air conditioning, and utility buildings) are automatically considered a part of the "comprehensive" physical damage policy. Be sure to check if personal effects may also be included whether or not they are in the manufactured home at the time of destruction or disappearance. If you have collections or art, antiques, jewelry, or other valuables, determine whether or not they are automatically on your policy or must be declared separately. Other items which could be included if desired are:

1. Living expense coverage when the home cannot be lived in because of an insured loss.
2. Emergency removal of the home to safety and back if there is a threat of loss.
3. Fire Department Service coverage if there is a charge.
4. Radio and antenna loss or damage.
5. Damage or destruction of landscaping.
6. Damage to anchoring systems.

"Liability Insurance" - This type of insurance pays damages to someone else should an accident for which the owner was responsible occurs on his property. Such damages could include court costs, first aid and emergency treatment, lost wages, medical and dental costs and other items agreed upon.

"Credit Life Insurance" - This type of insurance pays off a loan (on the manufactured home) if the home owner should die, except by suicide, before the home is paid for.

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Credit life insurance should not be considered as a substitute for a sound life insurance program.

"Credit Accident and Health Insurance" - This type of insurance provides for the continued payment of loan installments in case the owner cannot work because of illness or an accident up to the policy limits you purchase.

Some additional items to consider in buying Manufactured Home Insurance are:

1. Total coverage received for money paid.
2. Comprehensive coverage that insures the home for direct or accidental loss.
3. Prompt and capable claims handling.
4. Guaranteed renewal.
5. Agent's knowledge of insurance needs of manufactured home owners.

MOVING

Manufactured homes are moved by professional home transporters who should know all the regulations of each state's highway departments and are equipped to obtain all necessary permits and required escort vehicles. There are several firms that specialize in this activity. They have offices in all major cities. Consult the yellow pages of your telephone directory.

READY FOR TOWING (INTERIOR PREPARATIONS)

While the home owner must always employ a professional to move the manufactured home (highway regulations and inadequate horsepower of standard vehicles preclude their use), there are certain procedures that can be followed to prepare for the move. Pictures, clocks, radios, television sets, lamps, and other fragile items can be tied on a couch or a bed. Remove the tops of all toilet tanks and place them on a blanket or other padding, in the bathtub or shower stall. Anything loose will slide forward on a quick stop. Some people prefer to put these small items in cartons. Dishes should be placed in cartons with towels and pillows. Use masking tape to secure latches of cupboards, closets and drawers. The furniture should be placed so that the weight is well distributed. Do not overload the front or rear of the home. Balance the load. Electricity, water sewer and gas or other fuel must be disconnected. Close all windows. Lock all doors. All appliances should be disconnected.

READY FOR TOWING (EXTERIOR PREPARATION)

Water should be drained from the water supply system. To do this turn the main water supply valve off, flush all toilets to empty their tanks then disconnect the water supply and sewer drain lines. Next open all faucets in the home and the master shutoff valve (if installed) on the inlet lines. After the water has drained from the system, seal the water supply inlet using the cap provided. If a cap is provided, the sewer outlet can also be capped. The gas and oil inlets must be disconnected and capped. If gas bottles are attached to the hitch A-frame, be sure to turn the main valve to "off" position. Disconnect the anchor tier from the ground anchors and fasten the loose ends so that they will not snag when the home is moving. A representative of the electric utility company should be called to disconnect the wiring to your manufactured home. The mover will

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check the entire undercarriage wheels, bearings, tires, lubrication needs and brakes of the home to see that they are in acceptable condition for the move.

COUPLER HITCH ASSEMBLY

Manufactured homes usually are equipped at the front with a coupling and hoisting device called a hitch. This provides a means for attachment of the manufactured home to the towing vehicle.

Most manufactured home hitches also include a jack or screw device for raising or lowering the front end of the home.

LUBRICATION

Some hitches are removed at the time the home is sited. If not, the hitch should be lubricated and cleaned occasionally to provide for future operations.

CHECK LIST FOR MOVING

DATE ACTIVITY

- ___ Obtain moving estimates from one or more manufactured home transporters.
- ___ Select and engage services of a manufactured home transporter.
- ___ Determine date.
- ___ Remove skirting. If practical, pack in cartons and place inside home.
- ___ Be sure brakes and wheels have been properly serviced. Check for proper inflation of tires.
- ___ Contact utility firms to arrange for disconnection of water, sewer, gas, electrical, and telephone service.
- ___ Contact post office for proper forwarding of mail.
- ___ Pack all loose items from cupboards in cartons. Label cartons.
- ___ Pack all food from refrigerator and cupboards.
- ___ Tie lamps, pictures, radios, television sets and other fragile items on couches or beds: pack in cartons if preferable.
- ___ Large furniture pieces should be well distributed and secured in each room.
- ___ Tape all drawers and doors of cabinets, cupboards and appliances.
- ___ Lock all windows.
- ___ Turn off outside gas cylinder.
- ___ Disconnect all appliances, heaters, furnaces and air conditioning.

___	Water Heater	Washer/Dryer	Refrigerator
___	Freezer	Air Conditioning	Trash Compactor
___	Range and Oven	Garbage Disposal	Furnace
- ___ Disconnect anchor system and secure loose ends.
- ___ Remove all concrete blocks and shims.
- ___ Put the cat out! Lock all doors. (Be sure keys are not locked inside the home!)

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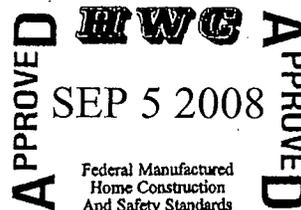
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Horton Homes, Inc. / Dynasty Homes, Inc.

DEFINITIONS

- **Act.** The National Manufactured Housing Construction and Safety Standards Act of 1974, 42 U.S.C. 5401-5426.
- **Anchor Assembly.** Any device or other means designed to transfer home anchoring loads to the ground.
- **Anchoring equipment.** Ties, straps, cables, turnbuckles, chains, and other approved components, including tensioning devices that are used to secure a manufactured home to anchor assemblies.
- **Anchoring system.** A combination of anchoring equipment and anchor assemblies that will, when properly designed and installed, resist the uplift, overturning, and lateral forces on the manufactured home and on its support and foundation system.
- **Approved.** When used in connection with any material, appliance or construction, means complying with the requirements of the Department of Housing and Urban Development.
- **Arid region.** An area subject to 15 inches or less of annual rainfall.
- **Base flood.** The flood having a one percent chance of being equaled or exceeded in any given year.
- **Base flood elevation (BFE).** The elevation of the base flood, including wave height, relative to the datum specified on a LAHJ's flood hazard map.
- **Comfort cooling certificate.** A certificate permanently affixed to an interior surface of the home specifying the factory design and preparations for air conditioning the manufactured home.
- **Crossovers.** Utility interconnections in multi-section homes that are located where the sections are joined. Crossover connections include heating and cooling ducts, electrical circuits, water pipes, drain plumbing, and gas lines.
- **Design Approval Primary Inspection Agency (DAPIA).** A state or private organization that has been accepted by the Secretary in accordance with the requirements of Part 3282, Subpart H of this chapter, which evaluates and approves or disapproves manufactured home designs and quality control procedures.
- **Diagonal tie.** A tie intended to resist horizontal or shear forces, but which may resist vertical, uplift, and overturning forces.
- **Flood hazard area.** The greater of either: The special flood hazard area shown on the flood insurance rate map; or the area subject to flooding during the design flood and shown on a LAHJ's flood hazard map, or otherwise legally designated.
- **Flood hazard map.** A map delineating the flood hazard area and adopted by a LAHJ.
- **Footing.** That portion of the support system that transmit loads directly to the soil.
- **Foundation system.** A system of support that is capable of transferring all design loads to the ground, including elements of the support system, as defined in this section, or a site-built permanent foundation that meets the requirements of 24 CFR 3282.12.
- **Ground anchor.** A specific anchoring assembly device designed to transfer home anchoring loads to the ground.

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Horton Homes, Inc. / Dynasty Homes, Inc.

- **Installation instructions.** DAPIA-approved instructions provided by the home manufacturer that accompany each new manufactured home and detail the home manufacturer requirements for support and anchoring systems, and other work completed at the installation site to comply with these Model Installation Standards and the Manufactured Home Construction and Safety Standards in 24 CFR part 3280.
- **Installation standards.** Reasonable specifications for the installation of a new manufactured home, at the place of occupancy, to ensure proper siting; the joining of all sections of the home; and the installation of stabilization, support, or anchoring systems.
- **Labeled.** A label, symbol, or other identifying mark of a nationally recognized testing laboratory, inspection agency, or other organization concerned with product evaluation that maintains periodic inspection of production of labeled equipment of materials, and by whose labeling is indicated compliance with nationally recognized standards or tests to determine suitable usage in a specified manner.
- **Listed or certified.** Included in a list published by a nationally recognized testing laboratory, inspection agency, or other organization concerned with product evaluation that maintains periodic inspection of production of listed equipment or materials, and whose listing states either that the equipment or material meets nationally recognized standards or has been tested and found suitable for use in a specified manner.
- **Local authority having jurisdiction (LAHJ).** The state, city, county, city and county, municipality, utility, or organization that has local responsibilities and requirements that must be complied with during the installation of a manufactured home.
- **Lowest floor.** The floor of the lowest enclosed area of a manufactured home. An unfinished or flood-resistant enclosure, used solely for vehicle parking, home access, or limited storage, must not be considered the lowest floor, provided the enclosed area is not constructed so as to render the home in violation of the flood-related provisions of this standard.
- **Manufactured home.** A structure, transportable in one or more sections, which in the traveling mode is 8 body feet or more in width or 40 body feet or more in length, or which when erected on site is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditions, and air-conditioning, and electrical systems contained in the structure. This term includes all structures that meet the above requirements, except the size requirements and with respect to which the manufacturer voluntarily files a certification, pursuant to 3282.13 of this chapter, and complies with the MHCSS set forth in part 3280 of this chapter. The term does not include any self-propelled recreational vehicle. Calculations used to determine the number of square feet for each transportable section comprising the completed structure and will be based on the structure's exterior dimensions measured at the largest horizontal projections when erected on-site. These dimensions will include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows. Nothing in this definition should be interpreted to mean that a manufactured home necessarily meets the requirements of HUD's Minimum Property Standards (HUD Handbook 4900.1) or that it is automatically eligible for financing under 12 U.S.C. 1709(b) certification. **HO-88**

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- **Manufactured Home Construction and Safety Standards or MHCSS.** The Manufactured Home Construction and Safety Standards established in part 3280 of this chapter, pursuant to section 604 of the Act, 42 U.S.C. 5403.
- **Manufactured home gas supply connector.** A listed connector designed for connecting the manufactured home to the gas supply source.
- **Manufactured home site.** A designated parcel of land designed for the installation of one manufactured home for the exclusive use of the occupants of the home.
- **Manufactured Housing Consensus Committee or MHCC.** The consensus committee established pursuant to section 604(a)(3) of the Act, 42 U.S.C. 5403(a)(3).
- **Model Installation Standards.** The installation standards established in part 3285 of this chapter, pursuant to section 605 of the Act, 42 U.S.C. 5404.
- **Pier.** That portion of the support system between the footing and the manufactured home, exclusive of shims. Types of piers include, but are not limited to: Manufactured steel stands; pressure-treated wood; manufactured concrete stands; concrete blocks; and portions of foundation walls.
- **Ramada.** Any freestanding roof or shade structure, installed or erected above a manufactured home or any portion thereof.
- **Secretary.** The Secretary of Housing and Urban Development, or an official of HUD Delegated the authority of the Secretary with respect to the Act.
- **Skirting.** A weather-resistant material used to enclose the perimeter, under the living area of the home, from the bottom of the manufactured home to grade.
- **Stabilizing devices.** All components of the anchoring and support systems, such as piers, footings, ties, anchoring equipment, anchoring assemblies, or any other equipment, materials, and methods of construction, that support and secure the manufactured home to the ground.
- **State.** Each of the several states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Virgin Islands, and the American Samoa.
- **Support system.** Pilings, columns, footings, piers, foundation walls, shims, and any combination thereof that, when properly installed, support the manufactured home.
- **Tie.** Straps, cable, or securing devices used to connect the manufactured home to anchoring assemblies.
- **Ultimate load.** The absolute maximum magnitude of load that a component or system can sustain, limited only by failure.
- **Utility connection.** The connection of the manufactured home to utilities that include, but are not limited to , electricity, water sewer, gas or fuel oil.
- **Vertical tie.** A tie intended to resist uplifting and overturning forces.
- **Wind zone.** The areas designated on the Basic Wind Zone Map, as further defined in 3280.305© of the Manufactured Home Construction and Safety Standards in this chapter, which delineate the wind design load requirements.
- **Working load.** The maximum recommended load that may be exerted on a component or system determined by dividing the ultimate load of a component or system by an appropriate factor of safety.

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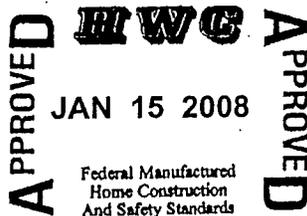
Addendum to Home Owner Manual for compliance with 24 CFR § 3282.207(e)

Dispute Resolution Process/Dispute Resolution Information

Many states have a consumer assistance or dispute resolution program that homeowners may use to resolve problems with manufacturers, retailers, or installers concerning defects in their manufactured homes that render part of the home unfit for its intended use. Such state programs may include a process to resolve a dispute among a manufacturer, a retailer, and an installer about who will correct the defect. In states where there is not a dispute resolution program that meets the federal requirements, the HUD Manufactured Housing Dispute Resolution Program will operate. These are "HUD-administered states." The HUD Manufactured Housing Dispute Resolution Program is not for cosmetic or minor problems in the home. You may contact the HUD Manufactured Housing Program Office at (202) 708-6423 or (800) 927-2891, or visit the HUD website at www.hud.gov to determine whether you have a state program or should use the HUD Manufactured Housing Dispute Resolution Program. Contact information for state programs is also available on the HUD website. If you have a state program, please contact the state for information about the program, how it operates, and what steps to take to request dispute resolution. When there is no state dispute resolution program, a homeowner may use the HUD Manufactured Housing Dispute Resolution Program to resolve disputes among the manufacturer, retailer, and installer about responsibility for the correction or repair of defects in the manufactured home that were reported during the 1-year period starting on the date of installation. Even after the 1-year period, manufacturers have continuing responsibility to review certain problems that affect the intended use of the manufactured home or its parts, but correction of these problems may no longer be required under federal law.

Additional Information – HUD Manufactured Housing Dispute Resolution Program

The steps and information outlined below apply only to the HUD Manufactured Housing Dispute Resolution Program that operates in HUD-administered states, as described under the heading "Dispute Resolution Information" in this manual. Under the HUD Manufactured Housing Dispute Resolution Program, homeowners must report defects to the manufacturer, retailer, installer, a State Administrative Agency, or HUD within 1 year after the date of the first installation. Homeowners are encouraged to report defects in writing, including but not limited to email, written letter, certified mail, or fax but may also make a report by telephone. To demonstrate that the report was made within 1 year after the date of installation, homeowners should report defects in a manner that will create a dated record of the report: for example, by certified mail, fax, or email. When making a report by telephone, homeowners are encouraged to make a note of the phone call, including names of conversants, date, and time. No particular format is required to submit a report of an alleged defect, but any such report should at a minimum include a description of the alleged defect or problem, the name of the homeowner, and the address of the home.



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Homeowners are encouraged to send reports of an alleged defect first to the manufacturer, retailer, or installer of the manufactured home, or a State Administrative Agency. Reports of alleged defects may also be sent to HUD at: HUD, Office of Regulatory Affairs and Manufactured Housing, Attn: Dispute Resolution, 451 Seventh Street, SW, Washington, DC 20410-8000; faxed to (202) 708-4213; emailed to mhs@hud.gov; or reported telephonically at (202) 708-6423 or (800) 927-2891.

If, after taking the steps outlined above, the homeowner does not receive a satisfactory response from the manufacturer, retailer, or installer, the homeowner may file a dispute resolution request with the dispute resolution provider in writing, or by making a request by phone. No particular format is required to make a request for dispute resolution, but the request should generally include the following information:

- (1) The name, address, and contact information of the homeowner;
- (2) The name and contact information of the manufacturer, retailer, and installer of the manufactured home;
- (3) The date or dates the report of the alleged defect or problem notification was made;
- (4) Identification of the entities or persons to whom each report of the alleged defect was made and the method that was used to make the report;
- (5) The date of installation of the manufactured home affected by the alleged defect; and
- (6) A description of the alleged defect.

Information about the dispute resolution provider and how to make a request for dispute resolution is available at <http://www.hud.gov> or by contacting the Office of Manufactured Housing Programs at (202) 708-6423 or (800) 927-2891.

A screening agent will review the request and, as appropriate, forward the request to the manufacturer, retailer, installer, and mediator. The mediator will mediate the dispute and attempt to facilitate a settlement. The parties to a settlement include, as applicable, the manufacturer, retailer, and installer. If the parties are unable to reach a settlement that results in correction or repair of the alleged defect, any party or the homeowner may request nonbinding arbitration. Should any party refuse to participate, the arbitration shall proceed without that party's input. Once the arbitrator makes a non-binding recommendation, the arbitrator will forward it to the parties and the Secretary of HUD. The Secretary of HUD will have the option of adopting, modifying, or rejecting the recommendation when issuing an order requiring the responsible party or parties to make any corrections or repairs in the home. At any time before the Secretary of HUD issues a final order, the parties may submit an offer of settlement to the Secretary of HUD that he or she may, at his or her discretion, incorporate into the order.

In circumstances where the parties agree that one or more of them, and not the homeowner, is responsible for the alleged defect, the parties will have the opportunity to resolve the dispute outside of the HUD Mediation and Arbitration process by using the Alternative Process. Homeowners will maintain the right to be informed in writing of the

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outcome when the Alternative Process is used, within 5 days of the outcome. At any time after 30 days of the Alternative Process notification, any participant or the homeowner may invoke the HUD Manufactured Housing Dispute Resolution Program and proceed to mediation.

The HUD Manufactured Housing Dispute Resolution Program is not a warranty program and does not replace the manufacturer's or any other warranty program.

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