

APPENDIX A  
APPLICATION FOR CAMP ROBINSON HOUSING AND MOBILE HOME SPACE

Applicant Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Previous Owner/Occupant: \_\_\_\_\_

Check One:        ☐ State Employee    ☐ Federal Employee

Position Title: \_\_\_\_\_

Personal Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Provide a detailed description of the skills and experience required to assist in the providing security, fire protection, emergency repair of facilities, or day-to-day operations of Post Headquarters, ARNG, or ARNG Training:

- By signing below, I understand, acknowledge, and agree that if my housing request is approved, I, or a designated family member, am required to do the following as a condition of my residency on Camp Joseph T. Robinson:
- Become a member of the Camp Robinson Auxiliary Fire Department, maintain my wildland firefighter certification, and assist in firefighting activities;
- Attend scheduled training, meetings, or schools prescribed by the Chief of the Department of Public Safety;
- Perform mission tasks on short notice during duty and non-duty hours, including but not limited to emergency repairs of facilities and utilities; and,
- Maintain a current contact number reachable by Camp Robinson Police Department, Camp Robinson Fire Department, or other Camp Robinson or Department of the Military staff if services are needed consistent with this agreement or I need to be contacted about my residential property

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Chairman  
Robinson Housing Board

\_\_\_\_\_  
Date

APPENDIX B  
RENTAL AGREEMENT ACKNOWLEDGMENT

I, \_\_\_\_\_,

whose address is \_\_\_\_\_,

whose place of employment is \_\_\_\_\_,

have been provided a copy of ARARNGR 405-1, which governs House and Mobile Home Space Rental on Camp Joseph T. Robinson and have reviewed the same.

By signing below, I agree to abide by all requirements outlined in ARARNGR 405-1 and any future editions while occupying residential property on Camp Robinson. I understand that failure of myself or family members to comply with the provisions of ARARNGR 405-1 will result in termination of my lease and removal from my Camp Robinson residence.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## APPENDIX C

## NOTICE OF INTENT TO VACATE CAMP ROBINSON RESIDENCE

I \_\_\_\_\_, \_\_\_\_\_  
(Name of Employee) (Place of Employment)

hereby serve notice that I intend to vacate my resident at Camp Robinson, located at

\_\_\_\_\_ on \_\_\_\_\_  
(Building Number and Location) (Date)

"I understand that if I am living in a mobile home, I must comply with paragraph 7b and 9b of ARARNG Regulation 405-1".

\_\_\_\_\_ (Date) \_\_\_\_\_ (Signature of Employee)

100

100

100

100

APPENDIX D

REQUEST FOR MODIFICATION OF PREMISES

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

General Description of Modifications:

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List of Building Materials:

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Sketch of Modification:

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



APPENDIX E  
STATEMENT OF DEPENDENTS

I, \_\_\_\_\_, make the following official statement of dependency to determine my eligibility for post-housing. I understand that I am responsible for notifying the Training Site Manager of any changes to the listing below.

I have the following dependents who reside with me for a continuous period of over three months each calendar year:

| NAME: | DATE OF BIRTH: | RELATIONSHIP TO EMPLOYEE: |
|-------|----------------|---------------------------|
|       |                |                           |
|       |                |                           |
|       |                |                           |
|       |                |                           |
|       |                |                           |

I understand that making a false statement or claim can result in the termination of Robinson Maneuver Training Center Family Housing privileges, as defined in ARARNGR 405-1.

\_\_\_\_\_  
SIGNATURE OF OCCUPANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF CHAIRMAN  
ROBINSON HOUSING BOARD

\_\_\_\_\_  
DATE

**APPENDIX F**  
**Camp Joseph T. Robinson**  
**Mobile Home Plot Lease Agreement**

1. Parties: This Lease Agreement ("Lease") is made and entered into on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Robinson Maneuver Training Center "RMTC" and the Arkansas Department of the Military "DOM" ("Lessor") and \_\_\_\_\_ ("Lessee").

2. Property Description: The Lessor leases to the Lessee, and the Lessee hereby leases from the Lessor the following described property:

Address: \_\_\_\_\_

The leased plot is confined to the designated area of the mobile home plot. Any expansion of the Lessee's footprint beyond the leased plot into adjacent plots or greenspace will incur additional rent.

3. Term: The term of this Lease shall commence on \_\_\_\_\_, 20\_\_\_\_ and shall continue for one year until \_\_\_\_\_, 20\_\_\_\_ unless terminated earlier in accordance with the provisions of this Lease.

4. Rent: The Lessee agrees to pay the Lessor a monthly rent of \$200, payable in advance on the 1st of each month. Rental fees are subject to change upon thirty (30) days' written notice. As of May 1, 2021, the monthly fee is \$200. Rental fees are due on the first calendar day of each month to the office of DOM, Building 4201, Camp Robinson. Rental fees become delinquent on the tenth calendar day of each month, and a \$50 late charge will be applied. In addition to the rental payment, all residents are required to pay for gas and electric utilities. The utility bills will be sent to each residence on a monthly basis. The fee is due within twenty (20) days of receipt. A \$50 late charge will be applied if a bill is not paid on time. Habitual failure to pay rent or utilities on time (three or more times) may be grounds for termination of occupancy.

Additional rent of \$200 per month per plot will be added for any expansion of the Lessee's footprint outside the designated rental plot.

5. Utilities and Services: Unless otherwise specified in this Lease, the Lessee shall be responsible for the payment of all utilities and services supplied to the leased premises, including but not limited to water, electricity, gas, and sewage disposal. The Lessor shall provide connections for telephone, electricity, and water lines.

6. Maintenance and Repairs:

The Lessee shall maintain the leased premises in a clean and sanitary condition and shall be responsible for all repairs and maintenance of the mobile home and any installed facilities, including septic tanks and sewage systems.



7. Rules and Regulations:

The Lessee agrees to adhere to RMTC Policy 405-1, to all policies of The Adjutant General and applicable military regulations, and any other rules and regulations established by the Lessor for the management and operation of the mobile home park. A copy of policy 405-1 is attached to this Lease and incorporated herein by reference.

8. Termination:

Either party may terminate this Lease by providing 30 days' written notice to the other party. The Lessee must vacate the premises by the end of the notice period, leaving the plot in a clean and orderly condition.

9. Implied Warranty of Habitability:

The Lessor warrants that the leased premises are fit for habitation and will comply with all applicable state and local regulations. Any material breach of this warranty by the Lessor may relieve the Lessee of the obligation to pay rent until the breach is remedied.

10. Assignment and Subleasing:

The Lessee shall not assign this Lease or sublease the leased premises without the prior written consent of the Lessor. Any unauthorized assignment or sublease shall be void and may result in the termination of this Lease.

11. Notices:

All notices required or permitted under this Lease shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed to the Lessor or Lessee at their respective addresses set forth below.

12. Governing Law:

This Lease shall be governed by and construed in accordance with the laws of the State of Arkansas.

13. Entire Agreement:

This Lease constitutes the entire agreement between the parties and supersedes all prior agreements or understandings, whether written or oral, relating to the subject matter hereof. Any amendments to this Lease must be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Lease as of the day and year first above written.

Lessor:  
Arkansas Department of the Military  
Building 4201  
Camp Joseph T. Robinson  
North Little Rock, AR 72199

Lessee:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature