



**Department of Housing, Buildings and Construction**  
**Division of Building Code Enforcement**  
**Manufactured Housing Section**  
**101 Sea Hero Road Suite 100**  
**Frankfort KY 40601-5412**  
**Office Phone Number: 502-573-1795**  
**Fax Number: 502-573-1059**  
**Information Bulletin**  
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## **Recreational Vehicle Retailers**

### **Affixing of B Seals**

In accordance with 815 KAR 25:020, a recreational vehicle retailer shall not display, sell or offer to sale a recreational vehicle unless a "B" seal or salvage label is affixed by the door on the handle side at approximate handle height. In accordance with Section 10 of 815 KAR 25:020, a recreational vehicle taken in trade must be reinspected and certified. An existing B seal shall be removed upon trading or purchase. The unit shall be reinspected and a new seal shall be affixed to the unit if it meets applicable requirements A B2 seal is required to affixed to the recreational vehicle if such retailer submits an affidavit that the unit will not be resold for use as such by the public.

### **Lost or Damaged Seals**

In accordance with section 10 of 815 KAR 25:020, when a seal becomes lost or damaged, the office shall be notified immediately in writing. The owner shall specify the manufacturer, the recreational vehicle serial number and when possible the seal number. All damaged seals shall be promptly returned to the office. Damaged and lost seals shall be replaced by the office with a replacement fee upon payment of the replacement seal of \$2.00.

### **Application (Purchase) of Seals**

For security reasons, our Department requests that you do NOT fax or email your credit card information to our office. If you wish to pay for seals by credit card, you can fax or email your application to the Manufactured Housing Section then call our office at 502-573-1795 so that your credit card information can be obtained. Seals can be ordered by walk-ins to the Department from 8 am to 4 pm Monday through Friday. Seal orders received as a walk-in after 4 pm will be processed the next business day.

### **Maintenance Records (Monthly Reports)**

In accordance with Section 8 of 815 KAR 25:020, recreational vehicle retailers must maintain the dealer certification. Such records shall be made submitted to the Manufactured Housing Section on a monthly basis by US mail, fax or electronically.

### **Certified Dealer Inspection Fees**

In accordance with section 4 of 815 KAR 25:020, a certified recreational vehicle retailer can perform courtesy inspections on recreational vehicles for the public. The inspection fees for a certified recreational vehicle retailer shall be \$20.00 per hour plus \$0.22 per mile and \$25.00 seal fee.

Form and informational bulletins are available on our website at: [www.dhbc.ky.gov](http://www.dhbc.ky.gov). If you have any questions or concerns, please contact our office at 502-573-1795.