

SUMMARY OF CHANGES TO MATERIAL INCORPORATED BY REFERENCE

Form HBC MH-9 Manufactured Home Foundation Installation Application is a one-page form that a retailer must submit upon the execution of a contract of sale of a new manufactured home. The form includes the following information:

1. Name, address, and telephone number of the purchaser;
2. Address of the manufactured home, if different from the purchaser's address;
3. Date of purchase;
4. United States Department of Housing and Urban Development certification label (HUD tag) number;
5. Serial number of the new manufactured home;
6. Date of installation; and
7. Name and certification number of the certified installer.



PUBLIC PROTECTION CABINET
Department of Housing, Buildings and Construction

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Manufactured Home Foundation Installation Application

HUD LABEL #: SERIAL #:

COUNTY OF INSTALLATION: INSPECTION FEES SUBMITTED? YES NO Date of Purchase:
SITE ADDRESS: NUMBER / STREET, HWY, ROAD or P. O. BOX CITY STATE ZIP CODE
HOME OWNER E-MAIL ADDRESS: RETAILER E-MAIL ADDRESS: INSTALLER E-MAIL ADDRESS:

HOME OWNER: PHONE () -
MAILING ADDRESS: NUMBER / STREET, HWY, ROAD or P. O. BOX CITY STATE ZIP CODE

CERTIFIED INSTALLER: LICENSE NUMBER PHONE () -
MAILING ADDRESS: NUMBER / STREET, HWY, ROAD or P. O. BOX CITY STATE ZIP CODE

RETAILER: LICENSE NUMBER PHONE () -
MAILING ADDRESS: NUMBER / STREET, HWY, ROAD or P. O. BOX CITY STATE ZIP CODE

MANUFACTURER NAME: PHONE () -
MAILING ADDRESS: NUMBER / STREET, HWY, ROAD or P. O. BOX CITY STATE ZIP CODE

HOME INFORMATION
MULTI SECTION HOME: NUMBER OF SECTIONS: PROJECTED FDN INSPECTION DATE?
SINGLE SECTION HOME: PROJECTED HOME SET DATE?
HOME SIZE: L x w PROJECTED FINAL INSPECTION DATE?

SOIL CLASSIFICATION: SITE DESCRIPTION: FROST DEPTH:
SOIL BEARING CAPACITY: PSF LOCATED WITHIN A FLOOD HAZARD AREA? YES NO
DESCRIBE METHOD TO ACHIEVE PROPER SITE DRAINAGE:

The following information will assist the Manufactured Housing Section with required inspections:
INFORMATION ON FOOTING TYPE BEING UTILIZED FOUNDATION
PLAN INCLUDING FOOTING SPACING AND SIZE
FROST DEPTH SPECIFIED AS REQUIRED BY THE KENTUCKY RESIDENTIAL CODE (KRS) TABLE 403.1.4 OR MANUFACTURER INSTALLATION INSTRUCTIONS
ALL PRODUCT SPECIFICATION SHEETS, CUT SHEETS AND/OR INSTALLATION GUIDELINES FOR SPECIFIC PRODUCTS USED IN INSTALLATION I.E. (ANCHORS, ABS PADS, FROST PROTECTED SHALLOW FOUNDATION SYSTEMS, ETC.)
ANCHORING SYSTEM BEING UTILIZED
COMPLETE SITE INFORMATION, HOME INFORMATION, SITE LOCATION ADDRESS, CONTACT INFORMATION FOR ALL PARTIES
PLEASE INDICATE THE OPTIONS AND FEATURES FROM THE MANUFACTURERS INSTALLATION INSTRUCTIONS THAT WILL PERTAIN TO THE SPECIFIC HOME THAT IS TO BE SET AND INSPECTED

E-MAIL SUBMITTALS TO HBC.MH@KY.GOV