# Ohio Manufactured Homes Commission

**5100 Parkcenter Avenue, Suite 103, Dublin, Ohio 43017**

## Homeowner / Installer Agreement

**The homeowner may obtain their own permit to install a manufactured home only if they meet <u>all</u> of the following conditions:**

☐ Home in located on the property that the person owns and,     ☐ Home is for their own occupancy and,

☐ Home is not located in a manufactured home park and,     ☐ Understand that they will not be eligible for dispute resolution (see below)

**The homeowner, who obtains a permit to install a manufactured home, must be responsible for all the work themselves, however they may contract out portions of the work to an <u>OMHC licensed installer who is currently active</u> and all contracted work must be identified and agreed upon in writing (see below). The installer will be responsible for their portion of the installation that is identified by checking the list below and signed by the owner and the installer(s):**

Permit application #: _____    Seal #: _____

Site address: (where the home is being installed) _____

Homeowner name: _____

Licensed Installer's name: _____ Lic. #: _____

Licensed Installer's name: _____ Lic. #: _____

Licensed Installer's name: _____ Lic. #: _____

**Listed below is the basic scope of work involved in the installation of a manufactured home. The person performing the portion of work identified, <u>must</u> initial that portion:**

☐ Application _____        ☐ Call for inspections _____

☐ Submittal of plans for review _____        ☐ Anchors_____

☐ Excavation _____        ☐ Vapor barrier _____

☐ Footings / foundation work _____        ☐ Perimeter wall construction / skirting _____

☐ Piers _____        ☐ Steps / porches / landings _____

☐ Electrical service _____        ☐ Interior close up _____

☐ Other electrical connections _____        ☐ Exterior close up _____

☐ Plumbing connections _____        ☐ Crawlspace _____

☐ Mechanical _____        ☐ Other (see below) _____

Describe "Other"_____

*Homeowner: I hereby certify that I am the owner of the named property and the information provided is true and correct, I fully understand that I am taking responsibility for the scope of work that I have identified above and I will <u>not</u> be eligible for OMHC dispute resolution related to the portions of work that I have identified.*

_____       _____

*Homeowner*                                                 *Date*

*Installer: I hereby certify that I am a licensed installer on the named property and the information provided above is true and correct. I fully understand that I take responsibility and liability for the scope of work that I have identified above.*

_____       _____

*Installer*                                                   *Date*

_____       _____

*Installer*                                                   *Date*

_____       _____

*Installer*                                                   *Date*