Installation Certificates

Arizona Department of Fire, Building and Life Safety

Office of Manufactured Housing

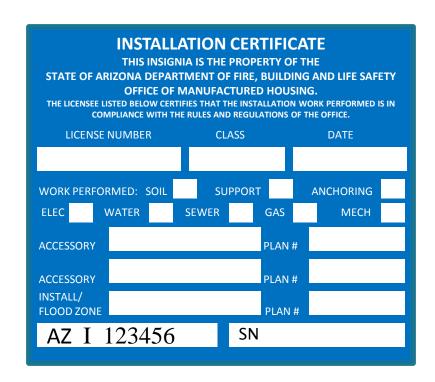
Installation Certificate Change And Expanded Application

The Office of Manufactured Housing is currently in the process of changing all insignia affixed to rehabilitated mobile homes, HUD manufactured homes, and residential and commercial FBB (modular buildings). Installation Insignia are now called Installation Certificates and have gone through four major changes:

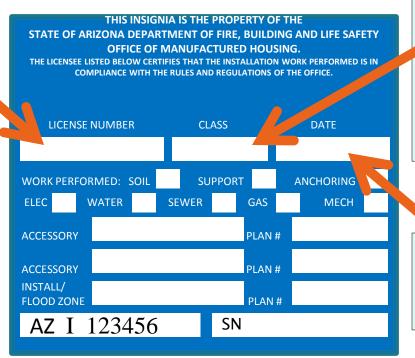
- Appearance
- Required information and proper documentation
- How and where to affix on unit
- Broadened application to all installations

Installation Certificate Appearance

- New size is 4.00 X 3.50 inches
- No blank boxes; Yes/No blocks for:
 - > Soil
 - > Support
 - > Anchoring
 - > Electrical
 - > Water
 - > Sewer
 - > Gas
 - Mechanical
- Blocks for attached accessory structures and special foundations and to note their Arizona State approved plan numbers



License Number of Contractor/Installer performing work on unit. Only one certificate may be used for each Contractor/Installer performing work under the scope of their license. Multiple certificates may be required for other scopes of work under another license.



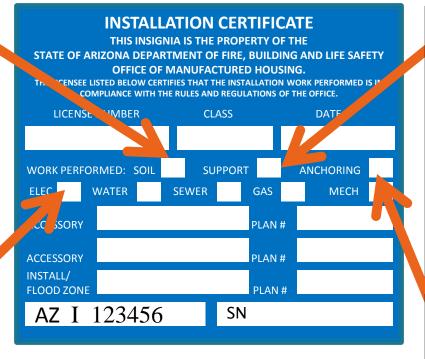
License Class of
Contractor/Installer
to identify scope of
work being
performed under
license

Date of Installation, affixed by first inspection

Note: if the same entity has both a DFBLS license and an ROC license for different scopes of work performed on the home, only one certificate is required as long as both license information is on the certificate.

Soil: Y/N for site prep; grading; compaction; soil tests to determine support and anchor types

Electrical: Y/N for crossover connections; feeder connections; frame grounding wire; meter base; and, testing

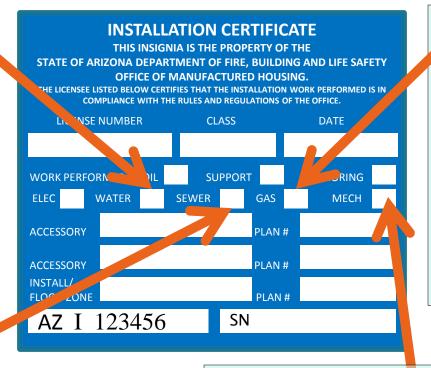


Support: Y/N for concrete, wood or plastic pads; CMU piers; steel piers; caps; shims; mating line connections at floor, exterior and interior walls, and roof; close-up; etc.

Anchoring: Y/N for LLBS; auger or cross-drive rock anchors; concrete anchors; joist braces; stabilizer plates; straps; buckles; clamps;

Water: Y/N for pressure reducing valves; main shut-off valve; water heater discharge and drip pan drain; supply connection freeze protection; crossover connections; support; and, testing

Sewer: Y/N for drain connection; crossover connections; clean-outs, bullhorns, slope, support; and, testing

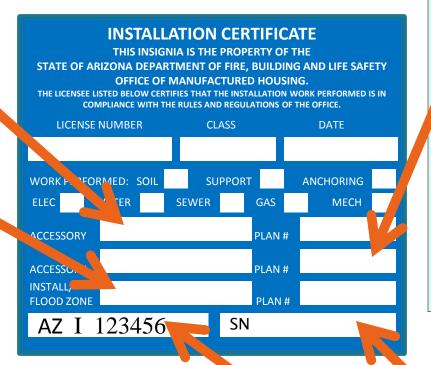


extension of exhaust vents through roof; inspect stacks for looseness during move; supply connection; crossover connections; regulator; support; and, testing

Mechanical: Y/N for heat pump/air conditioner; heat/cooling ducts; crossover ducts; dryer duct to outside of unit or skirting; appliance vent caps on roof; chimney pipes; support; and, testing

Accessory: Write in type of attached accessory (vinyl, wood, CMU skirting; awning; deck; stemwall; garage; shed; solar system; etc.)

Install/Flood Zone:
Write in type of
foundation not
considered an
attached accessory
structure (seismic or
flood plain
foundations, or FBB
installation plans)



Plan # Blocks: Write in Arizona State approved plan numbers for each attached accessory structure, flood plain, or installation plan (May write NA for patented systems with manufacturer's installation instructions)

Pre-printed Certificate
Number: AZ for state, I
notes installation, and
numerical sequence

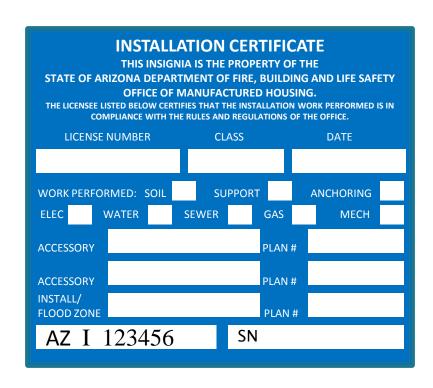
Serial Number: Full serial number of unit shall be written on certificate (Example: CAVAZD12-18121XU can be written without spaces or hyphens)

How and Where to Affix

Shall be affixed to all installed units:
 Pre-1976 mobile homes, HUD
 manufactured homes, residential and commercial FBB's (modular)

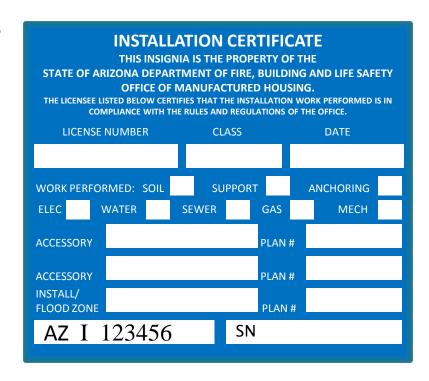
NOTE: Exception single-wide temporary construction buildings

- Shall be visible and accessible for inspection
- May be affixed to siding or to a metal piece of material attached to siding with rivets or one-way screws



How and Where to Affix

- Location of Installation Certificate
 - ➤ Pre-1976 mobile home: At rear of home, 1 foot in and 1 foot up from road-side
 - ➤ HUD Manufactured Home: At rear of home, 1 foot in and 1 foot up from road-side, next to HUD label
 - ➤ Residential and Commercial FBB (modular): In an accessible location and visible for reading. Location identified by design plans.



Broadened Application

- Before implementation in 2012
 - ➤ Affixed to pre-1976 mobile homes, HUD manufactured homes, and single family residential FBB's (modular)
- New certificates as of January 2012
 - ➤ Affixed to all installed units: Pre-1976 mobile homes, HUD manufactured homes, residential and commercial FBB's (modular) NOTE: Exception single-wide temporary construction buildings
 - ➤ Location still specific for pre-1976 mobile homes, HUD manufactured homes, and single family residential FBB's (modular)
 - Now required on commercial FBB's

Questions?

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