

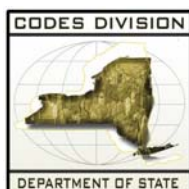
Manufactured Housing
information
BULLETIN

October **2008**

CONSUMER INSTALLATION DISCLOSURE

Effective October 20th, 2008 the United States Department of Housing and Urban Development (HUD) regulations require that *prior* to the execution of a sales or lease agreement for a manufactured home, the retailer must provide the purchaser or lessee with a consumer disclosure regarding the installation of their manufactured home. The Department of State, Manufactured Housing Unit, is providing the following Disclosure Statement that must be provided to the purchaser or lessee of new or pre-owned manufactured homes in a document separate from the sales or lease agreement.

The New York State Uniform Fire Prevention and Building Code regulates the requirements for the installation of manufactured homes. All manufactured homes (new or pre-owned) are required to be installed in compliance with all New York State installation requirements. Building permits from the local jurisdiction are required for all installations of new or pre-owned manufactured homes. A Code Enforcement Official must inspect the installation of every manufactured home prior to issuing a Certificate of Occupancy (required) from the local jurisdiction. An example of these installation requirements is that all footers shall be at or below frost line. Any other foundation system, such as a slab or gravel set, must be designed by a registered design professional. That foundation design must be submitted to and inspected by the local Code Enforcement Official. All manufactured homes must be installed under the supervision of a Certified New York State Installer and when completed must receive a New York State Installers Warranty Seal. Local municipalities may also have control over certain zoning and land use requirements unique to their jurisdiction. Compliance with any additional federal, state or local requirements, including inspection of the installation, may involve additional costs to the purchaser or lessee. Additional information regarding New York State installation requirements can be obtained from the retailer or from the Manufactured Housing Unit of the New York State Department of State, Division of Code Enforcement and Administration, One Commerce Plaza, 99 Washington Ave., Suite 1160, Albany, N.Y. 12231-0001. The Manufactured Housing Unit can be reached by telephone at 518-474-4073 or www.dos.state.ny.us/code/manuf.html.



New York State Department of State

**DIVISION OF
 CODE ENFORCEMENT
 & ADMINISTRATION**

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