



Ohio Manufactured Homes Commission

5100 Parkcenter Avenue, Suite 103, Dublin, Ohio 43017

OMHC BULLETIN

Date: Sept 4, 2014

To: OMHC Certified Inspection Agencies

From: Janet Williams, Executive Director

Re: **Homeowner Installation Agreement**

In an effort to continue to educate the homeowner who chooses to install their own home, we have created the Homeowner Installation Agreement. This agreement must be included with all permit packets purchased by homeowners who will be installing their home or will be performing a portion of the installation. It must be signed by the homeowner *prior to* issuance of the permit.

We need to bring to the forefront before installation even begins what all is required during an installation and the proper methods of completing those steps.

Thank you for continuing to make home installations safer in Ohio. If you have any questions, please contact our office.



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HOMEOWNER INSTALLATION AGREEMENT

I/We _____ affirm that I/We are the owner of the
(Name(s) of Applicant)

property located at _____ and
(Property Address of where manufactured home will be installed)

this property will be for my/our own personal occupancy. This property is not located in a manufactured home park.

Initial *each* following statement:

_____ I/We will be performing the installation of the home at this property and I/we will be doing so according to ORC Chapter 4781.

_____ I/We acknowledge that prior to installation beginning, I/we will obtain the appropriate permits from an OMHC certified inspection agency. It is understood that the permit is valid for 180 days and installation must be completed and pass final inspection during those 180 days.

_____ I/We acknowledge that *all three* (foundation, electrical, and final) components of the inspection process will be completed and passed *prior to* occupying the home. I/We understand that occupying the home prior to passing final inspection and having the seal placed in the home is illegal and subject to prosecution.

_____ I/We further understand that pursuant to ORC 4781.11(B)(D) I/we will provide to both the treasurer and auditor of the county within 14 days notification of the home installation.

_____ I/We have verified with local zoning departments of any setback requirements that may exist or any flood plain requirements that may exist.

_____ I / We agree to follow all local laws pertaining to fire codes, wind zone, roof load zone, and thermal zone.

_____ I / We further understand we must follow all local building codes for any structures other than the manufactured home itself; i.e. decks, sheds, porches, carports, awnings.

_____ If the home being installed is a used home, I / we understand that I / we are not eligible for the Dispute Resolution Program if needed pursuant to OAC 4781-8-05(C).

Homeowner Signature

Date

Co-Homeowner Signature

Date