

HOW TO REPORT TO HCD THE INSTALLATION OF MANUFACTURED HOMES AND MULTIFAMILY MANUFACTURED HOMES: BY AN HCD LICENSED DEALER TO AN OWNER-BUILDER INSTALLED ON A FOUNDATION SYSTEM

DEALER RESPONSIBILITIES

Sale of NEW Manufactured Home, Multifamily Manufactured Home, or Mobilehome

The Dealer must submit an application to HCD, within 10 calendar days after date of sale pursuant to HSC §18551(a), which includes:

Original Dealer Report of Sale or Lease for New Manufactured Home or Multifamily Manufactured Home (HCD 480.1)
---Foundation type = "Installation Pending"

Copy of Manufacturer Certificate of Origin (MCO)

Copy of signed Declaration of Delivery Sale (HSC §18035.26)

Dealer shall submit the following fees:

Dealer Report of Sale Filing fee

Manufactured Home Recovery Fund fee

Administrative Service fee (if applicable)

Used Units Only
All fees and penalties due and payable

NEW

USED

DEALER RESPONSIBILITIES

Sale of USED Manufactured Home, Multifamily Manufactured Home, or Mobilehome

The Dealer must submit an application to HCD, within 10 calendar days after date of sale pursuant to HSC §18080.5, which includes:

Original Dealer Report of Sale or Lease for a Used Manufactured Home, Multifamily Manufactured Jp.e, or Commercial Modular (HCD 480.3)

Copy of the endorsed titling document

Copy of the last issued Registered Owner's Registration Card

Copy of the signed Declaration of Delivery Sale (HSC §18035.26)