# MOBILE HOME PURCHASED FROM DEALER

**Any mobile home brought into Chesterfield County must be built after <u>June 15, 1976</u> .**

1. Must provide the Assessor's Office with a Bill of Sale (purchase agreement) showing the dealer information, owner name, year, make, model, size and complete serial number of mobile home.
2. Must provide the Assessor's office with a signed Form 400 (title application) completed by the dealer.
3. Must provide the Assessor's Office with the yellow 911 address card from Emergency Services.
4. Must provide Codes Enforcement Office with the contractor's name and license number(s) that have the responsibility for the set-up, electrical, plumbing & heating
5. Must provide the Codes Enforcement Office with a septic tank approval letter from DHEC or a pre-existing septic tank letter from a licensed plumber or licensed septic tank installer.
6. Must be prepared to pay applicable fees at Assessor's office & Codes Enforcement office: Please contact the Assessor's office for information on moving & registration fees and the Codes Enforcement office for permit fee amount.

**If this mobile home is turned down by Codes Enforcement upon initial inspection, the following re-inspection fees will apply:**

1st re-inspection……$ 25.00 2nd re-inspection……..$ 50.00 3rd re-inspection……..$ 100.00

I have read the above and I understand these requirements.

Signature:_____ Date:_____

Set-up: Contractor _____ License # _____

Electrical: Contractor _____ License # _____

**Electric Company:** _____ **Premise #** _____

Plumbing: Contractor _____ License # _____

Heat/AC: Contractor _____ License # _____

All new construction, including mobile homes, shall be established in compliance with the setback requirements as stated in the Chesterfield County Zoning Ordinance a copy of which can be found at the Codes Enforcement Office.

The Codes Enforcement Office is located at: 178 MILL STREET
CHESTERFIELD, SC 29709

(843) 623-9615 PHONE (843) 623-9637 FAX

## DIRECTIONS: