



BERTIE COUNTY  
PLANNING & INSPECTIONS  
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WINDSOR, NC 27983

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Mobile Home Permit Application

**Owner Information:** Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Email address \_\_\_\_\_

Township \_\_\_\_\_ Tax Parcel # \_\_\_\_\_

**Dealer Information:** Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Email address \_\_\_\_\_

**Home Information:** Make \_\_\_\_\_ Model \_\_\_\_\_

Year \_\_\_\_\_ Size \_\_\_\_\_ Serial Number \_\_\_\_\_

Value \_\_\_\_\_ Decks/Porches: \_\_\_ Yes \_\_\_ No Size: \_\_\_\_\_

**Setup Contractor:** \_\_\_\_\_ License # \_\_\_\_\_ Phone \_\_\_\_\_

**Electrical Contractor:** \_\_\_\_\_ License # \_\_\_\_\_ Phone \_\_\_\_\_

**Plumbing Contractor:** \_\_\_\_\_ License # \_\_\_\_\_ Phone \_\_\_\_\_

**Mechanical Contractor:** \_\_\_\_\_ License # \_\_\_\_\_ Phone \_\_\_\_\_

**Flood Zone:** \_\_\_ Yes \_\_\_ No **Setbacks Required:** \_\_\_ Yes \_\_\_ No

**Zoning Approval:** \_\_\_ Yes \_\_\_ No \_\_\_ N/A

All manufactured homes in NC are required by General Statute to be setup only by dealers and setup contractors who have been licensed by the NC Manufactured Housing Board. An individual may setup their own home without a setup contractor's license provided they are the owner of both the home and the property it will be setup on. Also they must be planning to occupy the home for a minimum of 12 months before selling or renting the property. A homeowner doing their own work is responsible for finding out the requirements for whatever type of work they will be performing. This permit will not be issued without the proper contractor information.

I hereby certify that I have read and examined the information in this application and attachments and know the same to be true and correct.

I certify that I fully acknowledge and understand that this permit application is merely an APPLICATION for a permit and does NOT authorize installation, construction or other activity to begin until the completed application has been evaluated and approved by the issuance of an appropriate permit signed by a duly authorized county official.

Date \_\_\_\_\_ Signed \_\_\_\_\_