



**SAN JOAQUIN COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT**

1810 E. HAZELTON AVE., STOCKTON, CA 95206-6232
PHONE: 209/468-3121 FAX: 209/468-3183

**MANUFACTURED HOME (MOBILE HOME) ON PERMANENT FOUNDATION
CHECKLIST**

OWNER'S NAME _____ PERMIT NO. _____

LOCATION _____ DATE ISSUED _____

The following must be submitted before a Permit is issued:

- _____ Permit application, two installation manuals, department approvals
- _____ Forms 433A, 433B, and 513C (attached to this package)
- _____ Proof of property ownership with legal description (Recorded Deed)
- _____ Proof of manufactured home ownership (Purchase Agreement)
- _____ Consent letter (if not owner of property or manufactured home)
- _____ Owner to sign Declaration for Manufactured Home on Permanent Foundation
For USED Manufactured Homes ONLY
- _____ Floor plan (two copies)
- _____ Foundation plan – Engineered – State approved (two copies)
- _____ School Certificate
- _____ Recording Fee collected and deposited in Trust Account (\$7 for the first page
and \$3 for each additional page). Form 433A will be recorded.
- _____ Amount collected: _____ Receipt No. _____
- _____ Fee of \$11 per transportable unit for State of California
- _____ Amount collected _____ Receipt No. _____

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After the Permit has been finalized:

_____ Final inspection Date: _____ By: _____

(All information on 433A
must be completed at this time)

_____ Send Form 433A and
Services and Stores No. _____
to Recorder Date: _____ By: _____

When recorded document is returned:

_____ **Owner:** Send copy of recorded Form
433A, 433B and 513C. Date: _____ By: _____

_____ **Applicant:** Send copy of recorded Form
433A. Date: _____ By: _____

_____ **Assessor:** Send copy of Form 433B. Date: _____ By: _____

_____ **State:** Send copy of recorded Form
433A, Form 513C and a check for \$11,
\$22 or \$33 to:

State of California
Dept. of Housing & Community
Development
Division of Codes and Standards,
Manufactured Home Section
PO Box 31
Sacramento, CA 95801

_____ **Mobile Home Dealer:** Send copy of
recorded 433A (only if requested) Date: _____ By: _____

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OWNER DECLARATION
FOR
RELOCATED MANUFACTURED HOME ON PERMANENT FOUNDATION

Please be advised that you, as owner, are responsible for repairing any damage incurred during the relocation of the manufactured home. You may also be responsible for correcting and/or obtaining State permits for structural modifications or plumbing, mechanical or electrical modifications. This will be determined by the inspector, once the manufactured home is brought onto the new location.

Owner/owner's authorized agent (print)

Owner/owner's authorized agent (signature)

Date