

**2020-2021 REGISTERED INSTALLER AND INSPECTOR MANUFACTURED HOME APPLICATION**

NORTH DAKOTA DEPARTMENT OF COMMERCE  
 DIVISION OF COMMUNITY SERVICES  
 SFN 58299 (12/19)

<b>(Check one)</b> <input type="checkbox"/> New Registration <input type="checkbox"/> Registration Renewal (Registration No. _____)		Date of Application
Name	Address	
City	State	ZIP Code
Email	Phone	Cell

**Check Appropriate Box:**

- FEBRUARY 19, 2020 – Radisson Hotel, Rembrandt Room**  
 605 East Broadway Avenue, Bismarck, ND 58501 • 701-255-6000  
 This training is held in conjunction with the North Dakota Manufactured Housing Association Annual Meeting  
**NOTE: A late fee of \$25 will be assessed for all registrations after the January 15, 2020 deadline.**
  - 9:00 a.m. - 12:00 p.m. – Existing Inspector Refresher
  - 1:00 p.m. - 5:00 p.m. – Existing Installer Refresher
  
- MAY 19, 2020 – Great River Energy • 1611 East Century Ave. #200, Bismarck, ND 58503 • 701-442-7660**  
**NOTE: A late fee of \$25 will be assessed for all registrations after the April 17, 2020 deadline.**
  - 9:00 a.m. - 12:00 p.m. – Existing Installer Refresher
  - 1:00 p.m. - 5:00 p.m. – Existing Inspector Refresher
  
- MAY 20, 2020 – Great River Energy • 1611 East Century Ave. #200, Bismarck, ND 58503 • 701-442-7660**  
**NOTE: A late fee of \$25 will be assessed for all registrations after the April 17, 2020 deadline.**
  - 9:00 a.m. - 5:00 p.m. – New Installer, New Inspector, or Online Training Recipient

**Required Attachments:**

- Registered Installer and Inspector Application (SFN 58299) must be **NOTARIZED**
- **INSTALLERS ONLY** - Copy of contractor’s liability insurance in the amount not less than \$100,000 with provision to notify the DCS upon cancellation (**INSURANCE MUST ACCOMPANY APPLICATION**)
- **INSTALLERS ONLY** - Copy of letter of credit, certificate of deposit, or surety bond in the amount of \$10,000 with provision to notify the DCS upon cancellation (**BOND MUST ACCOMPANY APPLICATION**)
- Copy of valid driver’s license or copy of birth certificate (**NEW INSTALLERS OR INSPECTORS ONLY**)

Application Fee must accompany this form and submitted by January 15, 2020 for the February 19, 2020 training.  
 Please make checks payable to: **ND Department of Commerce**

<input type="checkbox"/> Registration	\$150.00
<input type="checkbox"/> Training Fee	50.00
<input type="checkbox"/> Training Manual (if needed)	<u>25.00</u>
<b>Total</b>	<b>\$225.00</b>

**NOTE: A late fee of \$25 will be assessed for all registrations received after the deadlines listed above.**

I, the undersigned principal (applicant), do hereby declare under penalty of perjury, that all information provided in this application is accurate to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ by

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_

**SEND TO: Manufactured Home Program • Division of Community Services • PO Box 2057 • Bismarck, ND 58502-2057**