

**2019-2020 REGISTERED INSTALLER AND INSPECTOR MANUFACTURED HOME APPLICATION**

NORTH DAKOTA DEPARTMENT OF COMMERCE  
 DIVISION OF COMMUNITY SERVICES  
 SFN 58299 (01/18)

<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	Fax

**Check Appropriate Box:**

- FEBRUARY 21, 2019 - Bismarck Quality Inn • 1030 E. Interstate Avenue, Bismarck, ND 58501 • 701-223-1911**
  - Block of rooms under MHIP until February 7, 2019
  - NOTE: A late fee of \$25 will be assessed for all registrations after the January 31, 2019 deadline.**
  - 9:00 a.m. - 12:00 p.m. – Existing Installer Refresher
  - 1:00 p.m. - 5:00 p.m. – Existing Inspector Refresher
  
- MAY 15, 2019 - Bismarck Quality Inn • 1030 E. Interstate Avenue, Bismarck, ND 58501 • 701-223-1911**
  - Block of rooms under MHIP until April 30, 2019
  - NOTE: A late fee of \$25 will be assessed for all registrations after the April 15, 2019 deadline.**
  - 9:00 a.m. - 12:00 p.m. – Existing Installer Refresher
  - 1:00 p.m. - 5:00 p.m. – Existing Inspector Refresher
  
- MAY 16, 2019 - Bismarck Quality Inn • 1030 E. Interstate Avenue, Bismarck, ND 58501 • 701-223-1911**
  - 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
- **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
- 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 31, 2019.

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**