



LOUISIANA MANUFACTURED HOUSING COMMISSION

LOUISIANA MANUFACTURED HOUSING INSTALLER'S LICENSE APPLICATION

- Completed and notarized Installer License Application
 - Please note that incomplete or unnotarized applications may not be processed
 - To insure issuance of an Installer License renewal application by January 1st, required documentation and appropriate fees must be submitted and/or postmarked to the Louisiana Manufactured Housing Commission (hereinafter sometimes "LMHC") by December 1st, together with the required Installer License application
- Appropriate fees must accompany completed and notarized Installer License application
 - \$125.00 application fee for original and timely submitted renewal licenses
 - \$250.00 application fee for renewals submitted and/or post marked to the LMHC after December 31st
 - \$ 26.00 background check fee for original license applicants
 - \$100.00 certification course fee for original license applications
 - The LMHC may only accept checks or money orders
- Documentation required to accompany an original or renewal Installer License application
 - Photocopy of your driver's license
 - Proof of workers' compensation insurance*
 - Proof of vehicle liability insurance*
 - Proof of a minimum of \$100,000 general liability insurance*
 - Proof of attendance at certification or continuing education course, as required by law
 - Certification courses are provided by the LMHC and individuals are encouraged to pre-register
 - Continuing education courses are provided by the Louisiana Manufactured Housing Association

***LMHC must be listed as the certificate holder on insurance documentation.**

8181 Independence Blvd Baton Rouge LA 70806
phone (225) 362-5500 fax (225) 925-3813
<http://lasfm.org>

LOUISIANA MANUFACTURED INSTALLER'S LICENSE APPLICATION

Installer Name: _____ Installer Number: I _____

Owner Name: _____

Installer's Business Name (DBA): _____

Physical Address
of Owner: _____ City/State/Zip: _____

Mailing Address
of Owner: _____ City/State/Zip: _____

Phone Number of Owner: _____ Fax Number of Owner: _____

E-mail Address of Owner: _____

DOB of Owner: _____ SSN of Owner: _____ DL of Owner: _____

Race of Owner: _____ Sex of Owner: _____

Incorporated Entities

Name of Corporation: _____

Mailing Address of Corporate Office: _____

City/State/ Zip: _____

Name of Corporation's Registered Agent: _____

Municipal Address of Registered Agent: _____

Name of Corporation's President: _____

Mailing Address of Corporation's President: _____

Date of Incorporation: _____ Corporation's federal tax identification: _____

List names, addresses, dates of birth, social security numbers, sex, race and telephone numbers of all Incorporators, other than Corporation President on a separate sheet.

Number of year's experience Installing Manufactured Homes: _____

Date/Year of installation certification class: _____

Contact person handling consumer complaints: _____ phone number: _____

- Changes to this position must be reported to this office.

HAS APPLICANT EVER BEEN CONVICTED OF ANY FELONY OR ARE ANY CHARGES PENDING?

() YES () NO IF YES, PROVIDE DETAILS ON SEPARATE SHEET.

BY SIGNATURE BELOW I HEREBY AUTHORIZE CRIMINAL BACKGROUND CHECKS TO BE CONDUCTED BY THE LOUISIANA MANUFACTURED HOUSING COMMISSION.

These facts are true and correct to the best of my knowledge:

Signature of applicant: _____ Date: _____

State of: _____ Parish/County: _____

Subscribe and sworn before me this _____ *DAY OF* _____ *2007*

Signature Of Notary: _____

Louisiana Manufactured Housing Commission Use Only

Date Received _____ Amount of check \$ _____ Check# _____

Workers' Comp _____ Vehicle Liability _____ Drivers license _____

General Liability _____ Class _____ Approved By _____ Date _____