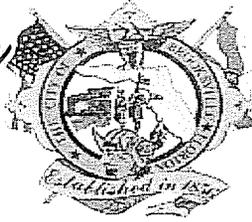


City of Brooksville
Florida

201 Howell Avenue



Mobile Home
Permit Application

(352)544-8301 * (352)544-8306 Fax

Code in Effect: 2007 Florida Building Code

Permit #

Site Address: _____ Key #: _____

Lot #: _____ Block: _____ Section: _____

Legal Description: _____

Contractor: _____ License #: _____

Contractor's Address: _____

Contractor's Phone: _____ Fax: _____

Email Address: _____

Mobile Home Owner: _____

Owner's Address: _____

Owner's Phone: _____ Fax: _____

Value of Work: \$ _____ Value of the Mobile Home to be Installed: \$ _____

Year of Home: _____

*****NOTICE*****

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AFTER WORK IS COMMENCED.

WARNING TO OWNER: YOUR FAILURE TO RECORD A "NOTICE OF COMMENCEMENT" MAY RESULT IN YOUR PAYING TWICE FOR THE IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR ATTORNEY BEFORE RECORDING YOUR "NOTICE OF COMMENCEMENT".

Signature of Contractor: _____ Date: _____

Signature of Owner (If Owner/Builder): _____ Date: _____

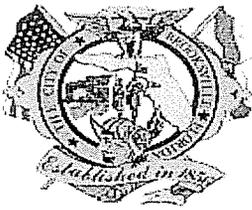
Owner / Builder must provide proof of ownership

I _____ hereby certify that _____ did appear and sign before me on this date _____.

Plan Review Fee: \$	Permit Fee: \$	Total Fee: \$
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Application Accepted By: _____

Date: _____



City of Brooksville
Building Division
 201 Howell Avenue, Brooksville, FL 34601
 Phone: 352-544-8301 Fax: 352-544-8306

Checklist
Mobile Home (New)

Documents may be copied; signatures must be original

Office Use

	Permit Application	Completed and signed by: Owner – if submitting permit application as Owner/Builder a title to the mobile home will be required Subcontractor – if one is used (name; signature/email required on permit application) License Contractor – if contractor is submitting permit application Note: Signatures must be notarized (Building Division can provide notary services)
	Recorded Warranty Deed	If property owner is new or recently changed, provide one (1) copy of a Recorded Warranty Deed. (Recorded deeds may be obtained at the Hernando County Clerk of the Courts Office)
	Site Plans	Two (2) site plans indicating the size, dimensions and locations of the proposed improvements. Indicate the setbacks from all sides of the improvements to the property lines, to include the parking layout and handicap parking; and location of the electric meter
	Construction Drawings	CONSTRUCTION PLAN Two (2) sets of plans are required: <ol style="list-style-type: none"> 1. Drawn to scale 2. Plans must include: Soils density test location plan with resulting soil density (pentrometer test at 6 locations if soil density is less than 1,000 psf) <ul style="list-style-type: none"> • Pier sizes and locations • Tie down plan • Longitudinal anchor locations (Specify manufacturer type or engineered system) • Floor Plan • Crawl Space skirting plan showing ventilation • Landing and stair locations • Stairway construction
	Construction Lien Law Affidavit	Signed by the owner of the real property or signed by an assigned member thru articles of incorporation.
	Notice of Commencement	Projects over \$2,500 require a certified true copy of a NOC. The NOC must be submitted to the Building Division prior to the first inspection. The NOC must be signed by the property owner or an assigned member thru articles of incorporation. (www.sunbiz.org)
	Owner/Builder Affidavit	Required when an owner is submitting a permit application as Owner/Builder. This affidavit must be signed in the presence of a notary.
	Notarized Authorization Letter	If applicant is not legal owner, provide a notarized authorization letter from the property owner.

I certify that this application includes all of the required items listed above. I understand this packet will be rejected if any required documents are missing or incomplete.

 Print Name of Applicant/Contractor

 Signature of Applicant/Contractor

 Date

For Office Use Only

Received By: _____ Date: _____ Accepted: _____ Rejected: _____



City of Brooksville
Building Division
 201 Howell Avenue, Brooksville, FL 34601
 Phone: 352-544-8301 Fax: 352-544-8306

Checklist
Mobile Home (Used)

Documents may be copied; signatures must be original

Office Use

	Permit Application	Completed and signed by: Owner – if submitting permit application as Owner/Builder a title to the mobile home will be required Subcontractor – if one is used (name; signature/email required on permit application) License Contractor – if contractor is submitting permit application Note: Signatures must be notarized (Building Division can provide notary services)
	Recorded Warranty Deed	If property owner is new or recently changed, provide one (1) copy of a Recorded Warranty Deed. (Recorded deeds may be obtained at the Hernando County Clerk of the Courts Office)
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	Notarized Authorization Letter	If applicant is not legal owner, provide a notarized authorization letter from the property owner.

I certify that this application includes all of the required items listed above. I understand this packet will be rejected if any required documents are missing or incomplete.

Print Name of Applicant/Contractor

Signature of Applicant/Contractor

Date

For Office Use Only

Received By: _____ Date: _____ Accepted: _____ Rejected: _____