

**Instructions for Application for Mobile Home Dealer License or
Mobile Home Installer and Repairer License**

Per the Mobile Home Commission Act,

MCL 125.2322

“The commission may promulgate rules to require a licensed mobile home dealer to post a surety bond in an amount up to \$10,000.00 for each sales location and may determine conditions of the bond. An appropriate deposit of cash or securities shall be accepted in lieu of a bond which is required.

Per Manufactured Housing General Rules,

“Rule 204. An applicant shall file a change to a licensing application with the department within 30 days after the change is made.”

Mobile Home Dealer and Installer/Repairer Licenses: A mobile home park license is expressly for the operation of a park. Additional licenses for selling or installing and repairing manufactured homes must be applied for separately through the Bureau of Construction Codes, Licensing and Compliance Division. A Mobile Home Dealer License allows for the business of offering mobile homes for sale, and a Mobile Home Installer and Repairer License allows for the business of installing or disassembling the installation of homes, or servicing a mobile home for compensation.

Mobile Home Dealer License

License Type	Fee	Documents	Notes
New or Change of Ownership of Existing Dealer License	\$450.00	<ul style="list-style-type: none"> • Proof of applicable surety bond or account in accordance with Manufactured Housing General Rules, Rule 214f. 	<ul style="list-style-type: none"> • There is no written test for this license. • Separate applications shall be filed for each sales location. • License Exemption: A licensed mobile home park is not required to obtain a dealer license in order to engage in the leasing or renting of homes in the park; however, it remains responsible for complying with the Retailer Business Practices of the Manufactured Housing General Rules.

Mobile Home Installer / Repairer License

License Type	Fee	Documents	Notes
New or Change of Ownership of Existing Installer / Repairer License	\$150.00		<ul style="list-style-type: none"> • Manufacturer who installs or services homes it manufactured or one of its employees installs or services as part of employment. • If performing work for which person is licensed under another Michigan license as indicated in Mobile Home Commission Act, Section 25(2).

**Application for Mobile Home Dealer License or
Mobile Home Installer and Repairer License**
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
P.O. Box 30255, Lansing, MI 48909
Phone 517-241-9316 / Fax 517-241-0130
E-Mail: lara-bcc-licensing@michigan.gov
www.michigan.gov/bcc

15/16

FOR OFFICE USE ONLY	
LICENSE NUMBER	
DATE ISSUED	
FEE	

FEE(S): See Below

Authority: 1987 PA 96	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.		
Penalty: Failure to provide the information may result in denial of your request.			
Check One	License Type (see instructions)	Fees (See instructions)	License Number
<input type="checkbox"/> New License (Check one)			
<input type="checkbox"/> Dealer (15)	<input type="checkbox"/> Additional Location (15)		
<input type="checkbox"/> Installer / Repairer (16)			
<input type="checkbox"/> Change of Ownership of Existing License (Check one)			
<input type="checkbox"/> Dealer (15)			
<input type="checkbox"/> Installer / Repairer (16)			
<input type="checkbox"/> Changes to Original Application (Must be filed within 30 days after the change is made)			

Business Information

NAME	ASSUMED NAME		
STREET ADDRESS	CITY	STATE MI	ZIP CODE
PARCEL NO. (Parks Only)	COUNTY		
TELEPHONE NUMBER (Include Area Code)	E-MAIL ADDRESS		

Operator Information

NAME (Must be an individual)	TELEPHONE NUMBER (Include Area Code)		
STREET ADDRESS	CITY	STATE / PROVINCE	ZIP CODE / POSTAL CODE
E-MAIL ADDRESS	SOCIAL SECURITY NUMBER OR FEIN	PREFERRED METHOD OF CONTACT/CORRESPONDENCE (Check One)	
		<input type="checkbox"/> E-Mail <input type="checkbox"/> Regular Mail	

Certification and Signature of Owner

I hereby certify I am authorized to make this application and I agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge. Any misleading, incomplete, or false statement shall be grounds for denial of this application.

I stipulate and agree any legal process affecting the business, served on the Mobile Home Code Commission shall have the same effect as if personally served on me and all other general partners or corporate officers of this business, if any. I further agree this appointment shall remain in force as long as any liability of this business shall remain outstanding within the State of Michigan.

_____	_____
(Print Name)	(Title)
_____	_____
(Signature)	(Date)