

STATE OF NEVADA  
DEPARTMENT OF BUSINESS AND INDUSTRY  
MANUFACTURED HOUSING DIVISION

**PERMIT INFORMATION**

On July 15, 2008 the Manufactured Housing Division implemented a Permit System for all Manufactured / Mobile / Modular homes and Commercial Coach installations. In addition to installations, the Division will require a permit and inspection for various other projects (see link named "Projects Requiring a Permit" on the Division's home page). Prior to commencing any installation or approved project, an MHD licensed installer or homeowner will be required to purchase a permit.

To purchase a permit you will need to complete a "Permit Request Form". The form requires the person's / company's name, license number (if applicable), contact information and quantity of each permit type. Along with the "Permit Request Form" you will be required to submit cash, check, or money order for the cost of the permit(s). If your project is located outside the 25 mile radius of a duty station you will need to include the "Time and Travel" costs for each inspection that requires it. The costs for time and travel can be found on the Division's homepage (see link named "Time & Travel Chart 1 or 2"). When the request form is completed you can mail or hand-deliver it to one of our offices. Do not send cash in the mail.

When your project is ready for inspection, complete the appropriate "Inspection Request Form" ( commercial, residential, or specialty) and fax or mail it to the Division office nearest to the project. If your project is in Elko, White Pine or Eureka County, your inspecting office is our Elko Office. If you are south of Humboldt County, west of Lander County and north of Tonopah, you must contact our Carson City Office. All other locations south of Beatty, Alamo and Pioche will be inspected by the Las Vegas Office.

The time it takes to complete an inspection from the date the inspection request is received in writing may vary based on the location of the inspection and the staffing levels of the Division. The typical response time for an inspection is usually within 2-3 days and many are completed in as little as 1 day.