

**MANUFACTURED HOME INSTALLATION INSPECTION GUIDELINE**

**The below form is not a HUD mandated document. However, its use is recommended as a tool for installers and inspectors to ensure quality installations.**

Inspector's Name <input type="text"/>	Inspector's Phone# <input type="text"/>	Date <input type="text"/>
Inspector's Signature <input type="text"/>	Inspector's Company Name <input type="text"/>	
Installer Company Name <input type="text"/>	Installer Phone # <input type="text"/>	Installer License# <input type="text"/>
Printed Name of Licensed Installer <input type="text"/>	Signature of Licensed Installer <input type="text"/>	
Dealer <input type="text"/>	Date Home Approved <input type="text"/>	HUD Label Number <input type="text"/>
Job Name/Address <input type="text"/>	City <input type="text"/>	Zip code <input type="text"/>

**Site Conditions**

Property corners are marked if applicable	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
House location and directions are according to plans	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Manufacturer's Installation instructions are in house	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Alternate Construction letter available ( when applicable) See page 3	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
License of Installer is posted in window with trade permits	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All trade work has been passed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All manuals for appliances and installed devices are in home	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Access to site available	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Flood hazard provisions when applicable are in place	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Grading around and under house are finished and water will drain away from house	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
No water can be held under house	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Grade is such that it will not impact other properties adversely	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
No organic soil or trash are under or around home	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

**Foundation Construction**

6 mil vapor retarder installed under home (when applicable) Check manual if necessary	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Verify correct footing size allocation	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Footing depth accurate for frost depth	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Piers are spaced and placed per MII at large side wall opening, center lines, and ends of units	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
12" minimum clearance under main frame (check for exclusions in the manual)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
18" minimum clearance under floor joists	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

Pier heights per manufacturer's instructions. Under 36 inches single stack, If over 36 inches see the MII	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Column post support piers properly sized and located, find in the pier spec or manual (page17)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Perimeter piers placed per MII	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Finished floor is 18" above Base Flood Elevation	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Structural Connections

Shipping blocks and straps removed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Hinged roof and eaves secured in place	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Floors, end walls, and roofs are properly aligned	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Gaps screwed shimmed and plumbed in marriage line at floor attic and walls (no larger gaps)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Non porous gasket installed at marriage line, some may allow porous. Check manual	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Roof secured at marriage line	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
End walls secured at marriage line	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Floors secured at marriage line	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Interior wall secured at marriage line	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Anchoring and Tie Downs

Approved anchors and straps (see anchor literature from installer/dealer)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Anchors approved for soil conditions (see anchor literature from installer/dealer)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Anchor location and spacing per manufacturer's instructions (bellow the frost line)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Proper anchor strap attachment to chassis (buckle must be at the top, see instructions)	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Longitudinal tie downs are installed (when applicable) see the installation manual	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Stabilizer plates installed, only needed if anchor head faces straight up or away from the home	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
If alternative anchors are used they have been approved for the home and are installed according to manufactures instructions	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All anchor straps are under proper tension	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Under Home

There is no damage to the undercarriage or the frame of the home	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All bottom boards are intact and no loose insulation is exposed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
There are no unrepaired holes in the moisture retarder on the ground	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
HVAC ducts are installed, supported off the ground, all connections are tight	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All fresh air intakes are clear and unobstructed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Vents and exhaust pipes are installed and vented to the outside perimeter of the house	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All overflow and condensate lines have been installed and exit past the perimeter of the house with proper fall	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Home is vented per MII	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
If foundation has a power vent, it is installed and works properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Skirting is installed per MII and will not be affected by frost heave	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All bolts have been installed and are of the correct size and placement per the MII	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Water, Waste, and Under House Utilities

All service connections have been made and spiced. Cross over connections are correctly installed and supported	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Water lines are supported, insulated, and protected from freezing	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Drain lines are supported with the proper fall	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

All fuel lines are installed, supported correctly, and been inspected by the local authority	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Connections on multi-sections have been done according to the MHCSS and MII with proper access	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical lines have been installed, supported, and inspected by the local authority	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical cross overs are correctly installed, including grounding cross overs	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Chassis of multiple section homes are bonded correctly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All electrical wires used are correct for their intended use and are properly secured and protected from damage	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Exterior

Siding is installed with no missing pieces , tears, or bumps	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All stairs have proper steps or have guard rails installed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Roofs are free from visible damage and all shipping materials have been removed. Any holes from shipping straps have been properly repaired	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Roof venting has been installed and is fully functional	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All roof penetrations at roof stacks, vents, and chimneys have been installed and sealed per MII	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Drip edge, fascia, gutters, and down spouts are installed so that water is diverted away from home and foundation	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Trees, bushes, and other vegetation have been trimmed back so that they will not rub on the home during incidents of heavy snow or wind	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
HUD Label is intact, visible, and legible	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
On multi-section homes all HUD Labels are from the correct house	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All exterior lights have been installed and work properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Plumbing clean outs are installed and accessible	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Exterior of home is free of all construction material, site debris, and trash	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Interior

All windows and doors work correctly and have the correct lock sets	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All windows are properly marked	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
One window in each bedroom meets the requirements for egress and operated properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Electrical

Panel amperage matches connection to home with main power shut off	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical connections at the marriage line have been done properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical connection have proper polarity	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical connections at marriage lines have covers attached	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Marriage line access panels are insulated and secured in place	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Receptacles and GFCI circuits function properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
GFCI are installed where needed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All smoke detectors are installed and function properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical trade inspection completed and passed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

### Plumbing

Plumbing access covers and insulation have been replaced	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All shut off valves, pressure relief valves, and tempering vales have accesses and are adjusted correctly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

All water fixtures work properly, correctly dispenses hot and cold water, anti-scald devices are installed and function properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All toilets, sinks, tubs, and basins work correctly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Water heater is at correct setting	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Water heater drip pan, over flow, and pressure relief valve are correctly installed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Electrical panel box is properly marked in ink	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Plumbing trade inspection completed and passed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

**Mechanical/ HVAC**

HVAC system is installed, works correctly, has a shut off switch	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Fireplaces, if installed, work correctly and are properly vented	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All appliances are installed per manufactures instructions, work correctly, and all shipping materials are removed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All exhaust fans are installed and work properly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Fresh air intakes are properly installed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
HVAC has a drip pan installed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
HVAC drip pan has overflow pipe installed correctly	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All HVAC equipment has proper make up air or fresh in intakes installed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
All required test have been successfully completed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
Mechanical inspection completed and passed	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>

**Additional Comments**

