

This notice must be completed and signed by the purchaser(s) and the seller(s) of the used manufactured home described in the purchase agreement and on the bottom of this notice before the parties transfer ownership of a used manufactured home constructed after June 14, 1976.

**Manufactured Home Installation System Seal Number:** \_\_\_\_\_

**Seller's Name(s):** \_\_\_\_\_

**Buyer's Name(s):** \_\_\_\_\_

This notice must be completed, each inspection item initialed by the responsible party, and the document signed by both the purchaser(s) and the seller(s).

No.	Description	Action Items
	<b>Interior Inspection Items:</b>	
1.	Smoke alarms are installed and operational in accordance with the Code of Federal Regulations, Title 24, section 3280.209, or are installed in each bedroom and outside of bedrooms in the vicinity of bedroom doors. The center of smoke detectors shall be located within 12 inches of the ceiling. Alarms are less than 10 years old. Manufacture date is printed on the back of smoke alarms.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
2.	Carbon monoxide alarms or carbon monoxide detectors are approved, operational and are installed within 10 feet of each room lawfully used for sleeping purposes.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
3.	An egress window is provided in every bedroom and shall be openable with a net clear opening of not less than 20 inches wide and 24 inches high, five square feet in area, with the bottom of window openings no more than 36 inches above the floor. Locks, latches, operating handles, tabs, or other operational devices are located not more than 54 inches above the finished floor.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
5.	Electrical distribution panels are installed with required breakers or fuses, with all unused openings covered with manufactured <del>steel</del> blank covers. <del>Connections</del> <u>Fuses or circuit breakers</u> have been <del>manually</del> <u>checked by hand</u> for tightness <del>and not found to be loose</del> . Panel is readily accessible and located where storage will not be placed in front of the panel.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
6.	The electrical <del>system including</del> switches, receptacles, fixtures, and devices are firmly attached, function according to the generally accepted purpose, and show no signs of damage <del>or overheating</del> .	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party:

No.	Description	Action Items	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
8.	<p><del>All fixtures and equipment including water heaters, ranges, air conditioners, and furnaces are connected and in working order. If provided, stoves, ovens, ranges, refrigerators, and freezers are in working order.</del></p> <p>[Minimum kitchen requirements for the US Department of Housing and Urban Development include: 1) a working sink with potable hot (implying a functioning water heater) and cold running water, 2) a functional food preparation area, adequate space for food storage, 3) kitchen exhaust, 4) space for a stove and a refrigerator.] Having a functioning stove and refrigerator is required for minimum habitability and may be deferred cost to the buyer, but should be clearly identified at time of sale.</p>	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
9.	Electric range and clothes dryer have electrical plugs with four prongs.	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
10.	All plumbing fixtures are observed to be installed with “p”-compliant traps.	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
11.	All plumbing fixtures are in a workable condition. Plumbing vents are observed on the roof. Running a large volume of water through a plumbing fixture does not cause noise of siphoning (gurgling) in other fixtures. (An anti-siphon trap vent device or mechanical vent may be used to vent single fixtures except water closets.)	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
16.	<u>Exposed</u> Drain waste piping is in working condition providing positive drainage with no visible leaks and no obvious delays in drainage <del>due to partial or complete blockages.</del>	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
19	The domestic water heater <u>is connected and in working order producing hot water</u> , is listed for manufactured home use under the Code of Federal Regulations, Title 24, section 3280.709(a) and (d)(1) and (2), and installed correctly in accordance with federal standards.	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	
		<input type="checkbox"/>	Buyer _____
		<input type="checkbox"/>	Seller _____
20.	The water heater is equipped with an approved listed pressure relief valve to provide temperature and pressure relief <u>and relief piping extends through the floor to the underfloor area.</u>	Verification:	
		<input type="checkbox"/>	Complies
		<input type="checkbox"/>	Correction Required
		Responsible Party:	

No.	Description	Action Items
		<input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
21.	The water heater enclosure is completed with an interior finish <u>of gypsum board, vinyl coated gypsum board panel</u> <del>having a flame spread rating not exceeding 25.</del>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
22.	The <u>fuel fired</u> water heater venting systems are in a safe and operable condition. Products of combustion venting <u>from fuel fired water heaters</u> do not terminate within a roof, wall, or floor cavity. <u>There is a gypsum or metal collar where the flue vent penetrates the ceiling having a gap around the vent not greater than 1/8 inch.</u>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
23.	The furnace <u>is connected and in working order producing warm air when on, has a functioning thermostat, and</u> is listed for manufactured home use under the Code of Federal Regulations, title 24, section 3280.709(a) and (d)(1) and (2), and installed correctly in accordance with federal standards.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
24.	The furnace enclosure is completed with an interior finish <u>of gypsum board, vinyl coated gypsum board panel</u> <del>having a flame spread rating not exceeding 25.</del>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
25.	<del>Heating equipment such as a furnace, wall heater, and thermostat are in safe and operable condition.</del> All ducts are usable, <u>visible ducts are not in a</u> collapsed condition <u>and are supported by 1 1/2" banding straps not greater than 10 feet on center and not greater than 4 feet from transitions</u> , with all <u>visible</u> exterior and interior joints and furnace connections mechanically secure and sealed.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
26.	<del>For fuel fired furnaces, Furnace venting systems are in a safe and operable condition.</del> Products of combustion venting do not terminate within a roof, wall, floor or under-floor area. <u>Fuel fired furnaces are provided with a gypsum or metal collar at the flue vent penetration of the ceiling with a gap not more than 1/8 inch.</u>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
27.	<u>The above-finished-floor</u> Fuel gas supply piping is not bent or kinked so as to obstruct the flow of fuel gas or leak <u>at fuel fired furnaces, water heaters, ranges, clothes dryers, and fireplaces.</u>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
29.	Solid fuel burning fireplaces or stoves are listed for use in manufactured homes under the Code of Federal Regulations, title 24, section 3280.709(g), and installed	Verification: <input type="checkbox"/> <u>Not present</u> <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required

No.	Description	Action Items
	correctly in accordance with the federal regulations, including chimney, doors, hearth, combustion or intake.	<input type="checkbox"/> Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
30.	<del>All Kitchen, bath, and laundry</del> exhaust vents are operable <u>where installed</u> .	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
33.	There are no soft spots or holes in the floors. <del>Water-damaged areas and holes in the subfloor have been replaced.</del>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
34.	The home complies with code requirements for snow load and heat zone requirements as indicated by the data plate.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
7.	<u>An installed used manufactured home has been subjected to an electrical continuity test to assure that all metallic parts are bonded as per code requirements for installation,</u>  <u>or</u>  Electrical bonding is evident because <u>both of</u> the following items were observed: <ul style="list-style-type: none"> <li>a. Electrical panel has a bare copper wire or green coated wire connecting the panel itself to a metallic water pipe or grounding rod.</li> <li>b. Under the home, clamps are found on the steel frame of the home with wires attached to them leading to metallic plumbing piping or a grounding rod.</li> </ul> [This is a critical life-safety issue and is required at the time of installation. To not pass means that unauthorized electrical alterations have been done creating a safety hazard.]	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
12.	Water piping is not observed to be bent or kinked so as to retard or obstruct the flow of the water supply. Water supply flow is not apparently impeded at any plumbing fixtures.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____

No.	Description	Action Items
<b>Under Home Inspection Items:</b>		
13.	Exposed Under-floor water supply piping is connected to the manufactured home's water supply connection and to the site's water service supply piping except when the manufactured home is <del>being installed or reinstalled</del> not currently installed.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
14.	<del>The</del> Exposed under-floor water supply piping is supported without sags or dips, except when the manufactured home is <del>being installed or reinstalled</del> not currently installed. Shut off valve at water meter is functional, completely shuts off the water when closed, and allows water to flow freely when open.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
15.	<del>The</del> Exposed under-floor water supply piping is protected from freezing, except when the manufactured home is being installed or reinstalled. Piping is insulated with no exposed piping. Skirting around the home perimeter is complete and without gaps.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
17	<del>The</del> Exposed underfloor drain waste piping is connected to the manufactured home's drain waste outlet or outlets and to the site's utility, except when the manufactured home <del>is being installed or reinstalled</del> is not currently installed.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
18	<del>The</del> Exposed under-floor drain waste piping is supported and is sloped to drain at approximately 1/8 inch per foot without sags or dips. except when the manufactured home is not currently installed.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
28.	The under-floor fuel gas supply piping is connected to the manufactured home's fuel gas supply connection and to the site's fuel gas service supply piping in accordance with code requirements at the time the gas piping was installed, except when the manufactured home is being installed or reinstalled.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
31.	<del>Insulation missing from exposed areas has been replaced and all holes in the bottom boards have been securely sealed.</del> The exterior underfloor membrane and in-floor insulation are intact. All missing insulation is replaced and any rips, tears, cracks or gaps are tightly sealed to prevent rodent or insect intrusion.	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
<b>Exterior Inspection Items:</b>		
4.	Exterior doors, including sliding glass exterior doors are operational and provide access to grade. Where stairs are provided to gain access to grade, homes installed	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required

No.	Description	Action Items
	after February 17, 1987 shall be provided with stair treads not less than 10 inches in depth and risers not greater than 7 ¼ inches in height and homes that pre-date February 17, 1987 shall have original stairs with treads not less than 9 inches in depth and risers not greater than 8 ¼ inches in height. Stairs with more than three risers are provided with a handrail. Exterior stairs serving as means of egress from homes on frost protected supports shall appear to be supported on elements that extend below ground to below the frost line. shall have treads that are level from side to side and shall not slope more than 1/8" in 10 inches from front to back. The first step out from the house shall either be not greater than ½ inch below the interior floor elevation or shall match the riser height of the next riser below the top tread.	Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____
32.	Exterior roof and wall <del>systems</del> surfaces are in good condition and prevent rain water from entering into roof and wall systems by having sealed joints, intact finish surfaces, and flashings to divert rainwater from openings. <u>Verify that there are no indications of water staining or water damage, missing shingles, cracks or gaps.</u>	Verification: <input type="checkbox"/> Complies <input type="checkbox"/> Correction Required Responsible Party: <input type="checkbox"/> Buyer _____ <input type="checkbox"/> Seller _____

Note that all conditions must comply PRIOR to final sale of the home.

Correction activities require construction permits from the local building official or from the State of Minnesota and inspections are required to verify compliance of corrections.

#### Signature of the Home Purchaser(s)

Signature	Date	Signature	Date
Printed name as appears on the Purchase Agreement		Printed name as appears on the Purchase Agreement	

#### Signature of the Home Purchaser(s)

Signature	Date	Signature	Date
Printed name & license number, if applicable		Printed name & license number, if applicable	

#### Home Information

Street address of home at time of sale	City, State, Zip Code
Name of home manufacturer	Model of home and year constructed
Serial Number	Installation Label Number