

## **PREFABRICATED BUILDING COMPLIANCE CERTIFICATES AND DATA PLATE COMPLETION INSTRUCTIONS**

Listed below are guidelines for completing each item on the “Compliance Certificate and Data Plate” form for seals issued to lumberyards, contractors, Educational Facilities; hereafter called “Manufacturer”. The seal (blue/silver metal plate) **must be etched with the code information the building was constructed to** and affixed next to the “Compliance Certificate / Data Plate” in a visible location on the interior side of the kitchen sink base cabinet.

**Date:** Month / day / year the data plate is being signed.

**Signed:** Manager, contractor, instructor shall sign as “authorized signature”.

**Manufacturer’s Name and Location:** Name of manufacturer purchasing the seal and location of prefabricated construction facility, city and state.

**Date of Manufacture:** Month and year of state approval for construction.

**Serial Number:** Determined by manufacturer; unit identification number.

**Plan Approval Number:** Eight-digit plan number on the approval letter from the State of Minnesota.

**Approval Agency: State of Minnesota:** Place an “X” in the State of Minnesota box.

**State Seal Number:** Number imprinted on the seal.

**Occupancy Classification: Other** “IRC-1” (Single Family Dwelling)

**Design Criteria: Wind Load** – The minimum design wind load is 90 mph 3 second gust.

**Roof Live Load** – The minimum snow load is either 35 psf or 42 psf, verify with truss drawing. See Minnesota State Building Code 1303.1700 and 1309.0301 Table R301.2(1)

**Floor Live Load** – The floor live load is 40 psf.

**Electrical System: Service Panel** – Indicate the service entrance rating; if not provided indicate “none”.

**Building Security** – Place an “X” in the “No” box.

**Comfort Equipment: Furnace or Boiler** – Indicate BTU output, if provided, or “none”. Electric or radiant heating indicate the BTU’s of resistance installed.

**Fuel** – Indicate natural gas, LP, oil or electric if provided or “none” if nothing is provided.

**Cooling Capacity** – When provided indicate the BTU’s of cooling system installed or “none” if not provided.

**Comfort Equipment: Water Heater** – Indicate the gallon capacity and type of fuel designed for if provided or “none” if not provided.

**Chimney Type** – Indicate vent type installed B, L, or PVC and the diameter when provided or “none” if not provided.

**Combustion Air** – Place an “X” by factory if provided and installed by the manufacturer. Place an “X” by on-site and type in Not Factory Installed (NFI) if provided but not installed by the manufacturer. Place an “X” by on-site and type “by owner” if not provided by the manufacturer.

**Water System: Tested At** – When tested, must be tested at 80 psi for 15 minutes. All piping installed and not accessible must be tested. If to be tested on-site indicate on-site.

**DWV System** – All components of the drain waste and vent system must be tested at the rough-in stage at 5 psi for 15 minutes.

**Energy Design: Design Temperature Winter** – If the heating appliance is provided the winter design temperature must be noted; otherwise indicate Not Applicable (NA).

**Design Temperature Summer** – If the cooling appliance is provided the summer design temperature must be noted; otherwise indicate NA.

**Annual Degree Days** – When HVAC equipment is provided the value is to be indicated, if the HVAC equipment is not provided indicate NA.

**List Below – Exceptions/Special Instructions/Factory Installed Appliances**

List any special instructions for items to be installed, list type and model number of appliances. Some appliances may be Heat Recovery Ventilator, smoke alarms, Carbon Monoxide alarms, central heating furnaces, ventilation systems, gas fireplaces, etc.

**Shipping Destination – City and State** – Indicate the location where the home is to be installed if known.

This form is to be completed as indicated and must be typed or printed so all copies are legible. The seal and owners’ copy (last carbon copy) of the data plate is to be affixed to the kitchen sink cabinet wall. If cabinets are not installed prior to delivery the seal and data plate is to be installed ABOVE the door on the wall, inside the front entry closet. It is the responsibility of the manufacturer to distribute the data plate copies. The state copy (original) is to be returned to CCLD at the address listed below on the form. The building official’s copy is for the building official at the delivery location. NOTE: offering to sell, installing or selling a prefabricated building in the State of Minnesota without a seal and data plate is a misdemeanor.

If you have any questions concerning placing or filling out the data plate contact William R. Mesaros at 651-284-5870