



City of Valley Grande

Valley Grande Public Safety Department

5914 AL Hwy 22, Valley Grande, AL 36701

Phone: 334-872-0104 FAX: 334-872-6400

MOBILE HOME PERMIT APPLICATION

BP Number _____	Date of Issue: ____/____/____
Building Permit No. _____	Septic Permit <input type="checkbox"/>
911 Address : _____	

PRIMARY PROJECT DATA

*Request for permit being made by: _____	Date ____/____/____		
*Your position in the permit process:			
_____ Mobile Home Representative	_____ Homeowner	_____ Other: _____	
*Your contact information:			
Name: _____			
Company: _____			
Address: _____	City _____	ST _____	ZIP _____
Phone Number: (____) _____ - _____			

HOMEOWNER INFORMATION

NAME OF HOMEOWNER _____		
CURRENT ADDRESS _____		
City _____	ST _____	ZIP _____
HOMEOWNER PHONE NO. (____) _____ - _____		
Intended use and occupancy for which the mobile home is intended: Residential <input type="checkbox"/> Other: <input type="checkbox"/>		

MOBILE HOME COMPANY INFORMATION

*Mobile Home purchased from:

Name: _____

Company: _____

Address: _____

City: _____ ST _____ ZIP _____

Phone Number: (____) _____ - _____

Valley Grande Business License Number: _____ *Valley Grande Business License is required.

Valuation of the mobile home: \$ _____

MOBILE HOME INSTALLER

Name: _____

Company: _____

Installer License # _____

*Installer Certification Certificate issued by Alabama Manufactured Housing Commission is required.

CONTRACTORS/INFORMATION

ELECTRICIAN

Name _____ Company Name _____

Company Address _____ City _____ ST _____ ZIP _____

License No. _____ Exp. Date ____ / ____ / ____ V. G. Business License # _____

HVAC

Name _____ Company Name _____

Company Address _____ City _____ ST _____ ZIP _____

License No. _____ Exp. Date ____ / ____ / ____ V. G. Business License # _____

PLUMBER

Name _____ Company Name _____

Company Address _____ City _____ ST _____ ZIP _____

License No. _____ Exp. Date ____ / ____ / ____ V. G. Business License # _____

***HOMEOWNER MUST MAKE APPLICATION FOR POWER WITH ALABAMA POWER.

***ELECTRICAL POWER WILL BE RELEASED BY THE CITY OF VALLEY GRANDE FOLLOWING THE COMPLETED PERMIT PROCESS, PAYMENT OF INSPECTION FEE, AND SATISFACTORY INSPECTION BY BUILDING INSPECTOR.

**APPLICATION CAN NOT BE ACCEPTED FOR REVIEW
UNTIL ALL REQUIRED DOCUMENTATION IS SUBMITTED.**

**AS THE PERMIT APPLICANT, I UNDERSTAND THAT ANY FAILURE ON ANY
PART OF APPLICATION SHALL BE GROUNDS FOR COMPLETE WORK
STOPAGE.**

Signature of applicant or authorized agent of applicant:

Print: _____

Sign: _____

Date: _____



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Effective March 17, 2005, mobile homes will be required to be permitted prior to placement within the city limits of Valley Grande. Any structure moved in or placed on any location within the city limits of Valley Grande shall be required to be permitted **PRIOR** to that placement. Failure to do so will result in the requirement to remove the mobile home until the proper paperwork is submitted. Please see the attached sample permit. You are responsible for making sure that you have obtained a permit like this **PRIOR** to the placement of any mobile home within the Valley Grande city limits.

While the building permit will be issued at no additional charge, there is an inspection fee of \$75.00 which will cover the cost of all inspections, electrical, plumbing and HVAC. All of these inspections will be made at one time when the structure is ready for occupancy.

The following items shall be required prior to permit issuance

1) 911 Address of proposed location

*Homeowner must apply for this by contacting E-911 @ 874-1212

2) FEMA Floodplain Certification

* This will require the homeowner's signature.

* This form cannot be completed by our office until the 911 address is received from E-911.

3) Names, valid, current license numbers, and Valley Grande Business licenses of individuals to do the following work:

- Transport and set up structure
- Electrician
- Plumbing / Gas
- Heating & Air

4) A copy of the permit issued by the county health officer to install a septic tank.

5) Payment of inspection fee

Should you have any questions, please contact the Valley Grande Public Safety Department at 334-872-0104.

Sincerely,

Kasey Harris
Office Manager