



Permitting Office
 68 Kingsland Dr., Suite C
 Folkston, GA 31537-8969
 P: 912-496-3826
 F: 912-496-4645
 sreynolds@charltoncountyga.gov

MOBILE HOME MOVE-ON PERMIT APPLICATION

NAME	PHONE	STICKER#
911 ADDRESS		MAP/PARCEL

Provide the following items when applying for a move-on permit.:

- Proof of septic tank inspection approval or the permit issued to install a septic system from the department of environmental health
- Bill of sale and title or sales agreement from the dealership
- Signed affidavits from each contractor as applies (Installer, Electrical, Mechanical, and Plumbing)
- Proof that taxes have been paid if it is a used mobile home
- Property owner's land use authorization (if applies)
- Copy of the Office of Insurance and Safety Fire Commissioner installation permit provided by the mobile home Installer

Read and initial each section below:

I understand it is State of Georgia law that a mobile home can only be moved and set up by an installer licensed by the state. I also understand the installer must post the _____ installation permit inside the home at the electrical panel in order to pass inspection.

I understand I have 60 days to complete the setup process whereas both inspections have passed. If the work is not completed in this time, then another permit must be purchased at full price.

DATE PERMIT ISSUED	DATE INSPECTION #2 MUST BE COMPLETED

I assure that the mobile home will not be occupied until a Certificate of Occupancy has _____ been issued with no exceptions.

I have read, understand, and will meet all requirements listed on this application.

 APPLICANT

 DATE



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INSPECTIONS

DO NOT INSTALL SKIRTING UNTIL AFTER INSPECTION #1 HAS PASSED.

Inspection #1

What we inspect:

1. Anchoring and mobile home installation
2. Well or city water connection (Leave the connections exposed.)
3. Septic or city sewer connection (Leave the connections exposed.)
4. Meter pole and its connection to the mobile home
5. Mechanical system installation
6. Office of Insurance and Safety Fire Commissioner installation permit is posted in the panel box inside the home

After inspection #1 passes, the power will then be authorized for connection.

Inspection #2

What we inspect:

1. (2) Sets of steps installed with rails and a minimum 3' x 3' landing
2. 911 address posted on the house and at the street
3. Skirting installation

After inspection #2 passes, you will receive a Certificate of Occupancy and then you may move in.

I understand and will follow the inspection schedule as defined above. I also understand that as the applicant for this permit, I am the only person that will call and schedule inspections at (912) 496-3826 at least 24 hours in advance.

APPLICANT

DATE