

MEMORANDUM

DATE: July 1, 2015

TO: Whom It May Concern

FROM: C. Patrick Walker, P.E.
Technical Services Manager
Manufactured Building Division

RE: Factory Built Home Identification

How Can I Identify the Type of Factory Built Home that I have?

DATA PLATES

Factory Built Home Identification - DATA PLATES

1. The first and most important piece of information you should try to find regarding your home is the home's Data Plate.
2. Search the inside of your home to see if you can find the DATA PLATE still attached to it. It will be located permanently attached to your home in a protected location. If you find it, it contains all the information you will need regarding your home.
3. All Factory Built Homes, both HUD and Modular homes, have a Data Plate permanently attached to them when they are constructed.
 - a. Many times Data Plates may have been painted over or removed during home renovations after the initial sale of the home.
4. What does a Data Plate look like?
 - a. Data Plates are normally an 8 ½"x11" laminated or otherwise protected piece of paper "permanently" glued/attached to the home on the inside of the structure. See Figures 1 and 2 for Examples of HUD(manufactured homes) Data Plates and Figures3 and 4 for MOD (modular homes) Data Plates

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Manufacturer Address
SCHULT HONES - RODMELL
 P.O. BOX 780
 RODMELL, NC 28138

Brand Name: SCHULT
Date of Manufacture: 5/24/11
HUD Label No(s): NTA159825 NTA159826

Manufacturer's Serial Number and Model Unit Designation
HTF23429F02 **SB** **57M02B66M1HA**

Design Approval by (D.A.P.I.A.):

COMFORT HEATING
 This manufacturer has been verified to conform with the requirements of the federal manufactured home construction and safety standards for all locations within HUD value zone 3. (See map at bottom)
 The active heating equipment has the capacity to maintain 70° F temperature in the living or outdoor temperature is _____ °F.
 To maintain furnace operating efficiency, and to conserve energy, it is recommended that this home be installed where the outdoor winter design temperature 90° 10% is not higher than _____ °F degree Fahrenheit.
 The gross information has been included assuming a maximum wind velocity of 15 mph at standard atmospheric pressure.

COMFORT COOLING
 Air conditioner provided at factory (Alternate I)
 Air conditioner manufacturer and model (see list at left).
 Cooled capacity _____ Btu/h. (See list at left) in accordance with the appropriate to the cooling and refrigeration system installed in this home. This home has been tested using an orientation of the front (left) end of the home facing _____ On this basis the system is designed to maintain an indoor temperature of 79° F when outdoor temperature is _____ °F day and _____ °F night.

HEAT
 The temperature in which this home can be occupied will change depending upon the amount of exposure of the windows of this home to the sun's rays. There is a sun's heat gain will depend upon the orientation of the sun and the amount of window area exposed. Information concerning the calculation of cooling loads at various orientations is provided in the special cooling information provided in Chapter 22 of the HUD Handbook of Fundamentals.
 An air conditioner not provided at factory (Alternate II)
 The air conditioner system of this home is suitable for the installation of central air conditioning.
 The supply air distribution system installed in this home is sized for a manufactured home of the regional capacity of equipment to cool a home efficiently and economically, as cooling load based on conditions as required. The cooling load is dependent on the orientation, location and the structure of the home. Central air conditioners operate most efficiently and provide the greatest comfort when they properly closely approximate the calculated cooling load. Each home air conditioner should be sized in accordance with Chapter 22 of the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Handbook of Fundamentals 1989 edition, use the location and orientation as shown.

INFORMATION PROVIDED BY THE MANUFACTURER NECESSARY TO CALCULATE SENSIBLE HEAT GAIN
 Walls (without window and door) _____ Btu/h
 Ceilings and roofs of light color _____ Btu/h
 Ceilings and roofs of dark color _____ Btu/h
 Floors _____ Btu/h
 Air ducts in floor _____ Btu/h
 Air ducts in ceiling _____ Btu/h
 Air ducts installed outside the home _____ Btu/h
 The following are the data areas in this home:
 Air ducts in floor _____ Btu/h
 Air ducts in ceiling _____ Btu/h
 Air ducts outside the home _____ Btu/h

DESIGN ROOF LOAD ZONE MAP
 North 40 PSF Middle 30 PSF South 20 PSF

U-VALUE ZONE MAP

Wind Zone Map

Figure 1 - HUD

Manufacturer Address
Cavalier Home Builders, LLC
 CAVALLIER HOMES
 1501 WOODROW AVENUE
 P.O. BOX 1507
 KALIEVILLE, NC 27856

Date of Manufacture: 5/24/11
Plant Number: 00976
HUD No: NTA154297

Manufacturer's Serial Number and Model Unit Designation
CH00462180ACB R1 **AB** **75CAL27544E11**

Design Approval by (D.A.P.I.A.):

COMFORT HEATING
 This manufacturer is designed to comply with the federal manufactured home construction and safety standards in Zone 3 of non-design (For additional information, consult the owner's manual).
 The factory installed equipment includes:
 EQUIPMENT MANUFACTURER MODEL DESIGNATION
 REFRIGERATOR GE GSD3300R0BB
 WATER HEATER RHEEM 82-40-2
 WASH. DRYER GE GSD3300R0BB
 DISHWASHER GE GSD3300R0BB
 FURNACE GE E3EB-012H
 REFRIG. GE GTS18DCPXLBB
 WHIRPOOL GE JMI173001BB
 DISPOSAL GE JMI173001BB

COMFORT COOLING
 Air conditioner provided at factory (Alternate I)
 Air conditioner manufacturer and model (see list at left).
 Cooled capacity _____ Btu/h. (See list at left) in accordance with the appropriate to the cooling and refrigeration system installed in this home. This home has been tested using an orientation of the front (left) end of the home facing _____ On this basis the system is designed to maintain an indoor temperature of 75 degree Fahrenheit when outdoor temperature is _____ °F day and _____ °F night.
 An air conditioner not provided at factory (Alternate II)
 The air conditioner system of this home is suitable for the installation of central air conditioning.
 The supply air distribution system installed in this home is sized for a manufactured home of the regional capacity of equipment to cool a home efficiently and economically, as cooling load based on conditions as required. The cooling load is dependent on the orientation, location and the structure of the home. Central air conditioners operate most efficiently and provide the greatest comfort when they properly closely approximate the calculated cooling load. Each home air conditioner should be sized in accordance with Chapter 22 of the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Handbook of Fundamentals 1989 edition, use the location and orientation as shown.

INFORMATION PROVIDED BY THE MANUFACTURER NECESSARY TO CALCULATE SENSIBLE HEAT GAIN
 Walls (without window and door) _____ Btu/h
 Ceilings and roofs of light color _____ Btu/h
 Ceilings and roofs of dark color _____ Btu/h
 Floors _____ Btu/h
 Air ducts in floor _____ Btu/h
 Air ducts in ceiling _____ Btu/h
 Air ducts installed outside the home _____ Btu/h
 The following are the data areas in this home:
 Air ducts in floor _____ Btu/h
 Air ducts in ceiling _____ Btu/h
 Air ducts outside the home _____ Btu/h

DESIGN ROOF LOAD ZONE MAP
 South 30 PSF

Wind Zone Map

U-Value Map

Figure 2 - HUD

BUILDING MANUFACTURER'S DATA PLATE

MANUFACTURER: CMH Manufacturing, Inc. DBA: Clayton-Richfield 933
ADDRESS: Post Office Box 1000
 Richfield, NC 28137

BUILDING SERIAL NO. (S): C1F005295N0MAB
MODEL NO.: MNC0603A 1867-8851

STATE LABEL NO. (S): 56988
DATE OF MANUFACTURE: 7-11-01

HWC LABEL NO. (S): M70102/M70103
DATE DATA PLATE ATTACHED: 2-17-01

THIS BUILDING IS DESIGNED AND CONSTRUCTED IN COMPLIANCE WITH THE FOLLOWING CODES:

DESCRIPTION: Vol VII, 1995 CABO 182 Family 1997 NC ED W/1998/1999 Rev.
BUILDING: Vol VII, 1995 CABO 182 Family 1997 NC ED W/1998/1999 Rev.
PLUMBING: Vol VII, 1995 CABO 182 Family 1997 NC ED W/1998/1999 Rev.
GAS: Vol VII, 1995 CABO 182 Family 1997 NC ED W/1998/1999 Rev.
MECHANICAL: Vol IV, 1999 NEC With 1999 NC Rev.
ELECTRICAL: Vol IV, 1999 NEC With 1999 NC Rev.

THIS BUILDING IS DESIGNED FOR THE FOLLOWING CONDITIONS:

USE GROUP/OCCUPANCY: R FLOOR LIVE LOAD (PSF): 40
 CONSTRUCTION TYPE: VI Unprotected ROOF LIVE LOAD (PSF): 20
 FIRE RATING OF EXTERIOR WALLS (MIN.): WIND LOAD (MPH): Category B
 SEISMIC ZONE: .051 U₂ WALLS: .082 U₂ ROOFCEILING: .043
 U₂ FLOOR: .051 U₂ WALLS: .082 U₂ ROOFCEILING: .043

ELECTRICAL SERVICE: 200 AMPS 120/240 VOLT Single PHASE 60 HZ
FUEL TYPE: NATURAL GAS LP GAS OTHER Electric
WATER SYSTEM TEST PRESSURE: 100 PSI

THE FOLLOWING MAJOR APPLIANCES WERE PROVIDED BY THE BUILDING MANUFACTURER:

APPLIANCE	MANUFACTURER	MODEL
HEATING	Norrlyme	E2FB015HA
AIR CONDITIONING	NA	
WATER HEATER	RHEEM	81V52DC
RANGE	GE	JBP66WB4WW
REFRIG.	GE	GSS201EMBWW
D/W	GE	GSD3230FO0WW

NOTICE: THE INSTALLATION OF THIS BUILDING AND UTILITY CONNECTIONS SHOULD BE PERFORMED ONLY BY QUALIFIED PERSONS AND IS SUBJECT TO INSPECTION BY LOCAL AUTHORITIES. REFER TO THE APPROVED PLANS FOR REQUIRED ON-SITE WORK AND CONNECTIONS AND TO THE INSTALLATION INSTRUCTIONS PROVIDED BY THE MANUFACTURER. ALL INSTRUCTIONS MUST BE FOLLOWED PRECISELY.

SPECIAL INSTRUCTIONS, LIMITATIONS, ETC.

THIS BUILDING WAS MANUFACTURED UNDER A QUALITY CONTROL SYSTEM MONITORED INDEPENDENTLY BY HILBORN, WERNER, CARTER & ASSOCIATES, INC., 1827 SOUTH MYRTLE AVENUE, CLEARWATER, FLORIDA 34616.

Figure 3 - MOD (modular)

MODULAR DATA PLATE

MANUFACTURER: SCHULT - Plant #957
 PO Box 700 / 508 Palmer Rd
 Rockwell, NC 28138

APPROVAL AGENCY:
 NTA, Inc.
 305 North Oakland Ave.
 Nappanee, IN 46550-0490

Modular Home Model: 3301
State Label No(s): NC 113419
NTA, Inc. Label No(s): F2 318921 / F2 - 318922

Modular Home Serial No.: 723427 A/B
Date Labeled: 01-Dec-09

ELECTRICAL: Service Panel: 200 AMP, 120/240 V., Single Phase, 3 Wire

FACTORY INSTALLED APPLIANCES:

MANUFACTURER	MODEL
Washer	N/A
Clothes Dryer	N/A
Range	GE
Water Heater	RHEEM
Dishwasher	GE
Microwave	N/A
Furnace	GE
Refrigerator	GE
Fireplace	N/A
Whirlpool	N/A
Disposal	N/A
TV	N/A
DVD / Receiver	N/A

DESIGN CONDITIONS:

Building Area	1,186 SQ FT	Wind Load	90 MPH
Ground Snow Load	30 PSF	Building Height	15' (Single) STORY
Roof Dead Load	10 PSF	Seismic Zone	C
Attic Live Load	10 PSF	Soil Profile Category	C
Floor Live Load	40 PSF	Use Group	R-3
Unit Gross Weight	49,007 LBS	Construction Type	VB
Water Supply Test	100 / 15 PSI/TIME	DWV Test	Air 5 PSI 15 min

CODES & STANDARDS:
 NC RESIDENTIAL CODES (2009 ED.) NC ELECTRICAL CODES (2008 ED.) W/2008 Amendments
 NC PLUMBING CODES (2009 ED.) NC FUEL GAS CODE (2009 ED.)
 NC MECHANICAL CODES (2009 ED.)

HEATING:

Design Temperatures:	"R" VALUES
Indoor: 69 F.	Floor: 22
Outdoor: 1 F.	Wall: 13
Degree Days: 3999	Ceiling: 30

SPECIAL INSTRUCTIONS:
 HINGED ROOF TO BE COMPLETED ON SET-UP PER MANUFACTURING INSTALLATION MANUAL.

Figure 4 - MOD (modular)

5. Where are Data Plates normally located?

a. Kitchen Cabinets

- i. Check around the cabinet area below the Kitchen Sink first.
- ii. Glued to the Kitchen Sink Cabinet Door. See Figure 5
- iii. Glued just inside the Cabinet beside the Kitchen Sink Cabinet Door. See Figure 6
- iv. Glued to the Wall Directly Beneath the Kitchen Sink.
- v. Check the doors of your overhead cabinets. See Figure 7

b. Clothes Closet

- i. Glued to the Wall of a Clothes Closet – Normally Master bedroom closet. See Figures 8, 9

c. Electrical Panel Box – Less common location these days



Figure 5

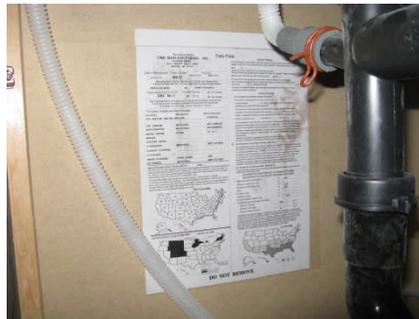


Figure 6



Figure 7



Figure 8

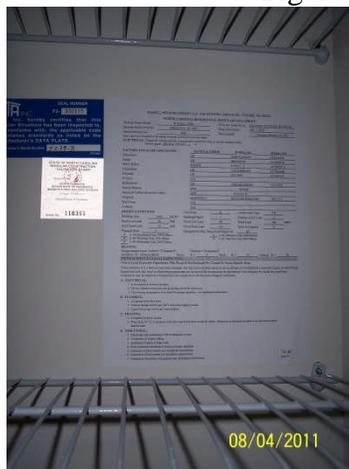


Figure 9

6. What Information can be found on a Data Plate?

- a. Manufacturer Name and Address
- b. Date of Manufacture

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- c. Serial Number
 - d. Model Number
 - e. Code Certification – Identifies the NC State Building Code or Federal HUD Manufactured Housing Code in effect at time of construction
 - f. Design Information – Roof Loads, Floor Loads, Wind Loads
 - g. Installed Equipment Information – Type, Brand, Model
 - h. Name of the Third Party Certification Agency that approved, inspected, labeled the Home.
 - i. HUD Label Number – If Home is a HUD Manufactured Home
 - i. The First Three Letters of the HUD Label number indicates who the Third Party Certification Agency (or State) that Approved, Inspected and Labeled HUD Home
 - ii. i.e. NTA, HWC, TRA, RAD, GEO (Georgia), TEN (Tennessee), etc.
 - j. State Modular Label Number - If Home is a Modular Home
 - k. Third Party Agency Modular Certification Label Numbers – If Home is a Modular Home
 - l. Special Instructions regarding Home
7. I have found my Data Plate, How can I tell if it is a HUD or MOD home?
- a. Your Home IS A HUD Manufactured home:
 - i. If “HUD” or Federal Housing and Urban Development are mentioned anywhere on the Data Plate.
 - ii. If there are three United States Maps on the Data Plate indicating: Basic Wind Zone Map; Basic Roof Design Zone Map; and U/O Value Zone Map (Thermal Zones) See Figure 1 and 2
 - b. Your Home IS A MODULAR home:
 - i. If the Data Plate indicates any “NC State Label” number on it – Normally only one NC State Label is applied per home regardless of number of modular units.
 - ii. If the home has a Modular Label from another state, it is still a modular unit. It was just approved and labeled through that state’s modular construction program.
 - iii. If the Data Plate indicates any Third Party Certification Agency Modular Label Numbers on it.
 1. Normally one 3rd Party Modular Label will be applied on each modular unit.
 - iv. If Modular is mentioned anywhere on your Data Plate.
 - v. If your data plate has no United States maps on it.

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- vi. If your data plate referenced compliance to volumes of the North Carolina State Building Code. i.e. Residential, Plumbing, Mechanical, Electrical. (or some other State's Code)
- c. Your Home will be a Pre-HUD mobile home if it was built prior to June 15, 1976 when the HUD program started.
 - i. North Carolina had a Mobile Home labeling program which ran from July 1, 1970 until the HUD program started in June 15, 1976. See Figure 10
 - 1. Mobile Homes constructed under the NC Program were constructed to the USAS A119.1 Standard for Mobile Homes. See Figure 11. This Standard would have been referenced on the home's Data Plate.
 - 2. On NC labeled Mobile Homes, the data plate would display a Wind Load Map as shown in Figure 12.
 - ii. Other Pre-HUD mobile homes not manufactured under the NC Mobile Home Program were also usually constructed to the USAS A119.1 Standard for Mobile Homes. See Figure 11. This Standard would have been referenced on the home's Data Plate.
 - 1. On those other Pre-HUD mobile homes your data plate would also probably display a Wind Load Map as shown in Figure 12.

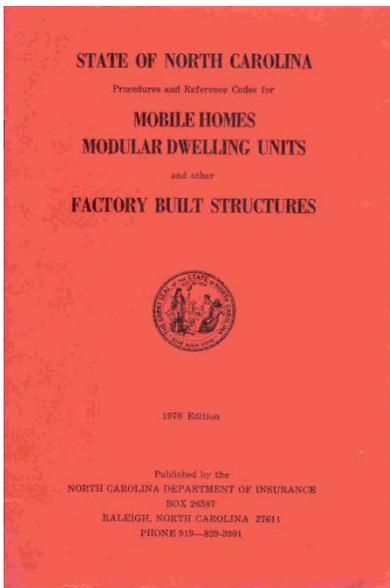


Figure 10

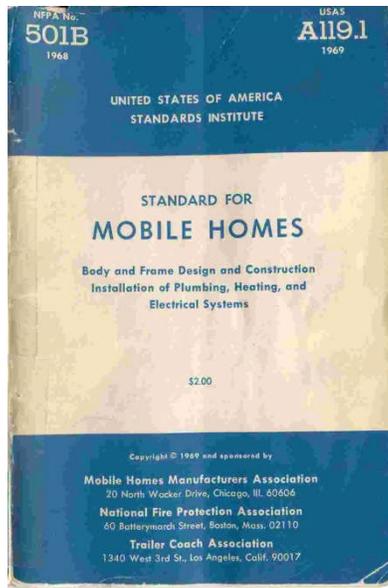


Figure 11

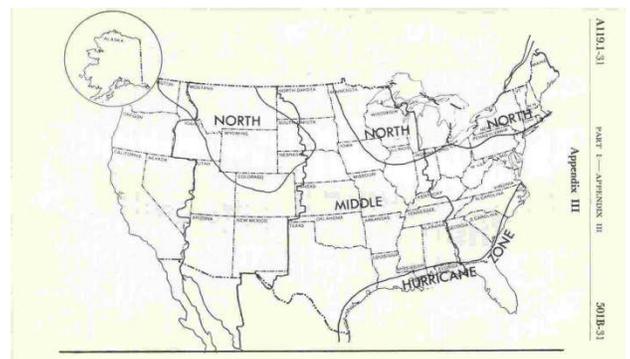


Figure 12

- d. Depending upon the age of your HUD Manufactured Home, you may be able to obtain a replacement DATA PLATE from the home's manufacturer or from the HUD approved Third Party Certification Agency (PIA) or from IBTS (Institute for Building Technology and Safety)(a HUD subcontractor) may be able to provide you additional information regarding your HUD home. www.IBTS.org (703-481-2000)

- e. Depending upon the age of your Modular Home, you may be able to obtain a replacement DATA PLATE from the home's Manufacturer or the home's NC approved Third Party Certification Agency.
- f. North Carolina began collecting copies of Data Plates on all Modular homes manufactured since August 2010. We will be able to provide you a replacement copy of your Data Plate if your home was manufactured since that time period. Manufactured Building Division of the NC Department of Insurance. (919-661-5880) www.ncdoi.com/OSFM/Manufactured_Building.aspx

LABELS

Search the inside and outside of your home to see what kind of Labels that are still attached to it.

HUD Manufactured Home – HUD Label

- 1. A HUD label is a certification label that certifies that the manufactured home was constructed and inspected in the plant and that it conforms to the Federal Manufactured Home Construction and Safety Standards. (See Figures 13 and 14)
- 2. If you find a HUD label on your home, it is a HUD manufactured home (formally called a mobile home, or trailer)
- 3. A HUD label is an approximately 2"x4" painted red aluminum metal plate with the HUD certification and label number etched into it. It is "permanently" attached to the outside of the unit (see Figure 13). Over time, the red paint can fade out to a gray/silver look. (See Figure 14)



Figure 13



Figure 14

- 4. HUD Label Number – If Home is a HUD Manufactured Home
 - i. The First Three Letters of the HUD Label number indicates who the HUD approved Primary Inspection Agency (or State) that Inspected and Labeled the HUD Home in the plant.
 - 1. Examples: HWC = Hilborn, Werner, Carter & Associates, Inc.; PFS = PFS Corporation; NTA = NTA, Inc.; RAD = RADCO; TRA = T. R. Arnold and Associates, Inc.; GEO = the state of Georgia; TEN = the state of Tennessee; etc.

- a. Figure 13 was inspected by the State of Tennessee (TEN), Figure 14 was inspected by RADCO (RAD)
- ii. If you have a HUD Label number, you can use the first three letters of the HUD Label number to identify the HUD approved Primary Inspection Agency that inspected that home. The Primary Inspection Agency may be able to provide you additional information regarding your home. Contact Information Below:

1. FLORIDA TYPE: IPIA

Chuck Smith
Program Manager
Bureau of MH/RV Construction
Division of Motor Vehicles
2900 Apalachee Parkway, Room A129
Tallahassee, FL 32399-0640
PH: (850) 617-2808
FAX: (850) 617-5191
Website: <http://www.flhsmv.gov/mobilehome>

2. GEORGIA TYPE: IPIA

Chris E. Stephens
Commissioner of Insurance
Manufactured Housing Section
Floyd Building, West Tower, Suite 620
2 Martin Luther King, Jr. Drive
Atlanta, GA 30334-9000
PH: (404) 656-3687
FAX: (404) 657-6971
Website: <http://www.oci.ga.gov/Firemarshal/ManufacturedHousing.aspx>

3. HWC TYPE: IPIA/DAPIA

John Gustafson
Vice President, IPIA Director
Director of HUD Inspection Services
Hilborn, Werner, Carter and
Associates, Inc. (HWC)
1627 South Myrtle Avenue
Clearwater, FL 33756-1131
PH: (727) 584-8151
FAX: (727) 587-0447
Website: <http://www.hwceng.com>

4. NTA TYPE: IPIA/DAPIA

David A. Tompos
President
NTA, Inc.
305 North Oakland Avenue
P.O. Box 490
Nappanee, IN 46550-2341
PH: (574) 773-7975
FAX: (574) 773-2732
Website: www.ntainc.com

5. PFS TYPE: IPIA/DAPIA

James A. Rothman, P.E.
President
PFS Corporation
1507 Matt Pass
Cottage Grove, WI 53527-8962
PH: (608) 839-1344
FAX: (608) 839-1345
Website: <http://www.pfscorporation.com>

6. RADCO TYPE: IPIA/DAPIA

Michael L. Zimmerman, P.E., President
RADCO
3220 E. 59th Street
Long Beach, CA 90805-4502
PH: (562) 272-7231
Fax: (562) 529-7513
Website: <http://www.radcoinc.com>

7. TENNESSEE TYPE: IPIA

Charles Chambers, Director of Manufactured Housing
Department of Commerce and Insurance
State Fire Marshal's Office
State of Tennessee
500 James Robertson Parkway, Tenth Floor
Nashville, TN 37243-1162
PH: (615) 741-7192
FAX: (615) 741-9388
Website: <http://www.tn.gov/fire/manufactHouse.shtml>

8. TRA TYPE: IPIA/DAPIA

Robert W. Tanger, President
T.R. Arnold and Associates, Inc.
700 East Beardsley Avenue, Suite 2A
P.O. Box 1081
Elkhart, IN 46514-3303
PH: (574) 264-0745
FAX: (574) 264-0740
Website: <http://trarnold.com>

5. HUD homes will have one HUD label attached to each transportable section.
6. All HUD Label numbers will be listed on the home's Data Plate.
7. The HUD Label is required to be attached approximately one foot above the floor level and approximately one foot from the end of the unit which is opposite the end of the unit where the hitch was attached to the frame.
 - a. Single wide homes will be label on the end of the home opposite the hitch. (see Figure 15)
 - b. Double wide homes – Each section will be labeled on the front or back side of the home, opposite the hitch end. (see Figure 16)



Figure 15



Figure 16

8. Other than a Data Plate, which is common to all factory built structures, the HUD Label is the ONLY label you will find on a HUD labeled home. If you find other types of labels, you may have something other than a HUD home. Further investigation will be required.
9. On August 11, 1982, the name changed at the Federal level from Mobile Home to Manufactured Home to reflect the more permanent nature of the homes being constructed.
 - a. The Federal Mobile Home Program became the Federal Manufactured Housing Program.

- b. The Federal Mobile Home Construction and Safety Standards became the Federal Manufactured Housing Construction and Safety Standards.
 - c. The Federal Program itself did not change.
10. If you have a HUD Label number, the Manufactured Building Division of the NC Department of Insurance may be able to provide you additional information regarding your home. (919-661-5880)
www.ncdoi.com/OSFM/Manufactured_Building.aspx
11. If you have a HUD Label number, IBTS (Institute for Building Technology and Safety) (a HUD subcontractor) may be able to provide you additional information regarding your HUD home. www.IBTS.org (703-481-2000)

Pre-HUD Mobile Homes Labels – NC Labeled Mobile Homes

- 1. The HUD Federal Mobile Home Program started on June 15, 1976. Homes constructed prior to that date are commonly referred as pre-HUD homes.
 - a. North Carolina had a Mobile Home labeling program before the HUD Mobile Home Program which ran from July 1, 1970 until the HUD program started in June 15, 1976.
 - i. Mobile Homes labeled under this program during that time period displayed a NC Mobile Home Validating Stamp on it as shown in Figure 17.
 - ii. NC Mobile Home Validating Stamps were required to be located adjacent to the home’s Data Plate. See Figure 18.



NC Mobile Home Validating Stamp
July 1, 1970 - June 15, 1976

Figure 17

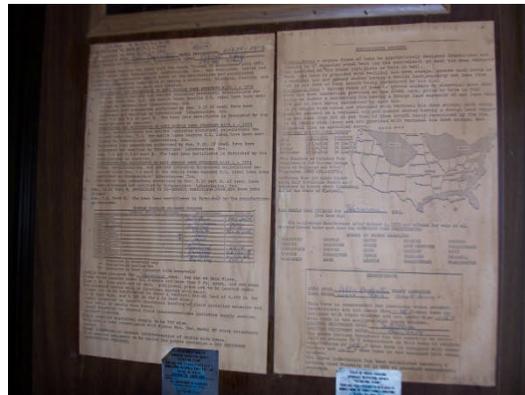


Figure 18

Modular Homes – Modular Construction Validating Stamps – Modular Labels

- 1. A North Carolina Modular Construction Validating Stamp is a certification label that certifies that the modular home was constructed and inspected in the plant and that it conforms to the North Carolina Modular Construction Program and the North Carolina State Building Code in effect at the time of construction. (For Examples See Figures 19, 20, 21, 22)



NC Validating Stamp
Used on Modular Homes from
July 1, 1970 - February 1, 1986

Figure 19



NC Modular Construction
Validating Stamp
Used since February 1, 1986

Figure 20



Figure 21



Figure 22

2. A North Carolina Modular label is approximately 2"x2" with a NC State Seal on a reflective silver background.
3. It is required to be "permanently" attached on the inside of the home directly adjacent to the home's data plate.
4. For one and two family dwelling units, there will be Only One NC Modular Label for each dwelling unit. A duplex home would have two modular labels, one for each dwelling unit.
5. The Modular Label number will be listed on the home's Data Plate. If you find a Modular label on your home, it is a Modular home.
6. Modular homes which have been labeled through another state's modular program will have that state's modular label(s) attached to it. It is still a modular home. It was constructed to that State's Building Code requirements. Placement in North Carolina is subject to approval by the local NC building official.
7. If you have a NC Modular Construction Validating Stamp number, the Manufactured Building Division of the NC Department of Insurance may be able to provide you additional information regarding your home. (919-661-5880) www.ncdoi.com/OSFM/Manufactured_Building.aspx

Modular Homes – Third Party Certification Agency Labels – (3rd Party Labels)

1. A Third Party Certification Agency Label is a certification label that certifies that the modular home was constructed and inspected in the plant by the 3rd Party Inspection Agency and that it conforms to the North Carolina Modular Construction Program and the North Carolina State Building Code. (See Figures 23, 24, 25, 26, 27, 28, 29, 30, and 31 for examples of Third Party Labels.)



Figure 23



Figure 24



Figure 25

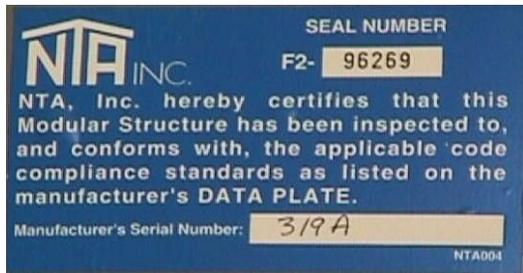


Figure 26



Figure 27



Figure 28

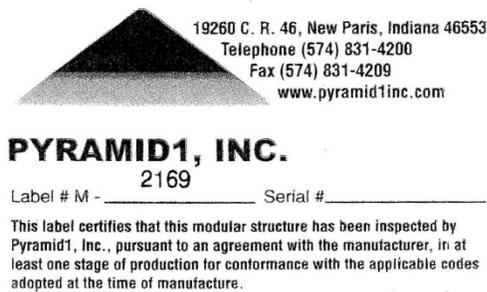


Figure 29



Figure 30



Figure 31

2. A Third Party Certification Agency Modular Label can be any size, shape, or color but is normally around 2"x2" or 2"x3".
3. Each Third Party Certification Agency Modular Label will have a unique number which is assigned to that home.
4. Each Third Party Certification Agency Modular Label numbers will be listed on the home's Data Plate
5. One Third Party Certification Agency Modular Label is required to be "permanently" attached on the inside of each of the modular sections. They could be placed anywhere in that modular section. If there is not an appropriate place to locate the Third Party Certification Agency Label in a modular unit, you may find that the manufacturer may have placed that label adjacent to the home's Data Plate.
6. You will NOT find a Third Party Certification Agency Modular Label on a HUD Home.
7. If you find a Third Party Certification Agency Modular Label on your home, it is a Modular home.
8. If you have a Third Party Certification Agency Modular Label number, the Third Party Agency may be able to provide you additional information regarding your Modular home. 3rd Party Modular Agencies may be contacted at the following:
 - a. Expert Modular Consultants 12315 Twin Branch Acres Road Tampa FL 33626 Mr. Robert A. Johnson (813) 294-4412
 - b. HWCNC, P.C. 1627 S. Myrtle Avenue Clearwater FL 33756-1131 Mr. Scott Francis, P.E. (727) 584-8151 (727) 586-3343
 - c. Modular Code Consultants, Inc. 25547 Bayberry Court Elkhart IN 46517 Mr. Michael Rogers (574) 875-1800 (574) 875-8427

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- d. NTA, Inc. 305 N. Oakland Avenue Nappanee IN 46550 Mr. Chuck Osterday (574) 773-7975 (574) 773-2732
 - e. PFS Corporation 1507 Matt Pass Cottage Grove WI 53527 Mr. James Rothman, P.E. (608) 839-1013 (608) 839-1014
 - f. Progressive Engineering, Inc. 58640 State Road 15 Goshen IN 46528 Mr. Ian Henderson (574) 533-0337 (574) 533-9736
 - g. PYRAMID1, Inc. P.O. Box 463, 19260 C.R. 46 New Paris IN 46553 Mr. Andrew R. Carlson (574) 831-4200 (574) 831-4209
 - h. RADCO, Inc. 3220 E. 59th Street Long Beach CA 90805 Mr. Michael Frey (813) 243-0370 (562) 529-7513
 - i. T.R. Arnold & Assoc., Inc. P.O. Box 1081, 700 E. Beardsley Avenue Elkhart IN 46515 Mr. Nick Yost (574) 264-0745 (574) 264-0740
9. If you have a Third Party Certification Agency Modular Label number, the Manufactured Building Division of the NC Department of Insurance may be able to provide you additional information regarding your home. (919-661-5880) www.ncdoi.com/OSFM/Manufactured_Building.aspx

SERIAL NUMBERS

Factory Built Home Identification – Serial Numbers

1. Every factory built home is assigned a SERIAL NUMBER by the manufacturer. This is true for both HUD and Modular homes.

Example: a two section home might have a serial number such as 123456AB – Note: the A and B indicates an A section and a B section and that this is a two section home. A three section home will have a C section and the serial number would be 123456ABC.

2. Each transportable section of the home will have its own unique serial number. Normally it is the home's serial followed by an A, B, C, etc. depending on the number of sections it takes to make up the entire home. For a two section home, the serial numbers of the A and B sections will be 123456A and 123456B.
3. The serial number will be indicated inside the house on the home's DATA PLATE. Normally it the home serial number followed by A, B, C, etc. as needed to indicate each section of the home. For the same two section home, the serial number on the DATA PLATE will be 123456AB.
4. For HUD Homes ONLY, the serial number is required to be stamped into the steel cross member that the hitch is attached to for each section of the home. For on-frame Modular Homes, you may find the serial number stamped into the cross members but it is not required. Off-frame Modular Homes do not have steel frames and therefore you will not find a serial number at this location. (see Figures 32, 33, 34, 35, 36, 37)



Figure 32



Figure 33



Figure 34



Figure 35



Figure 36



Figure 37

5. Over time these serial numbers may be difficult to read.
6. When an HUD Manufactured Home or an on-frame Modular home is set on a masonry foundation it will be difficult to see the serial number on the cross member due to the closeness of the cross member to the perimeter masonry curtain wall.
7. If a DMV Title was ever issued for your home, most times the VIN number on the Title is the same as the serial number of your home. Contact your local DMV office if you need Title assistance.
8. If you have a HUD SERIAL NUMBER, IBTS (Institute for Building Technology and Safety) (a HUD subcontractor) may be able to provide you additional information regarding your HUD home. www.IBTS.org (703-481-2000)
9. If you have a SERIAL NUMBER, the Manufactured Building Division of the NC Department of Insurance may be able to provide you additional information regarding your home. (919-661-5880) www.ncdoi.com/OSFM/Manufactured_Building.aspx

Sources for Obtaining Information

1. The best place to obtain information regarding your home is with the manufacturer. The manufacturer creates a file for each home produced which contains such items as production order, approved plans, QA check sheets, copy of the Data Plate, etc. This file is commonly called the Service File and is normally kept in the Service Department at the plant facility which constructed your home. After a set period of years, these files may be destroyed. If the plant facility which produced your home has closed, these service files may have been transferred to another nearby plant facility of the same company or they may have been

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moved to the corporate office. If your plant facility has closed and there is no corporate office, then your home's service file has probably been destroyed or discarded. You should be able to get a replacement copy of your home's Data Plate from the manufacturer if you can locate your home's service file.

2. The manufacturer's Third Party Certification Agency (MOD) or Primary Inspection Agency (HUD) may be able to assist you in obtaining information about your home if you can determine the name of that agency and you can provide them with some basic information regarding your home which they can use to look up in their records. The more information you can provide them the better. i.e. manufacturer's name, serial number, HUD label number, 3rd Party Mod Label number, State Modular Label number, etc. You may be able to get a replacement copy of your home's Data Plate from the 3rd Party Agency if they kept a copy in their records. Contact information is listed above.
3. For HUD homes, IBTS (Institute for Building Technology and Safety), a HUD subcontractor, should be able to provide you information regarding your home if you can provide them with some basic information regarding your home which they can use to look up in their records. Depending on the age of your home, you should be able to get a replacement copy of your home's Data Plate from IBTS. IBTS can be contacted at www.IBTS.org or 703-481-2000.