

Texas Department of Housing and Community Affairs

MANUFACTURED HOUSING DIVISION

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INSTALLATION CHECKLIST

HUD Label or Texas Seal # (s): Serial # (s):

Date of installation: Wind Zone:

Humid/fringe status:

Required Testing

Electrical testing - At the time of installation, the following tests must be performed:

All site installed or shipped loose fixtures must be polarity tested to determine that the connections have been properly made.

All grounding and bonding conductors installed or connected during the home installation must be tested for continuity.

An operational test must be performed on all electrical lights, equipment, ground fault circuit interrupters and appliances to demonstrate that all equipment is connected and functioning properly.

All smoke detectors are functional and in working order.

Water testing - At the time of installation the water system must be inspected and tested for leaks after completion at the site. (The water heater must be disconnected when using an air-only test.)

Drainage system testing: At the time of installation the drainage system must be inspected and tested for leaks after completion at the site.

Fuel testing procedures: The gas system must be inspected and tested for leaks after completion at the site.

Method of installation - if a copy is not included because the installation was done to a method that the licensed installer uses from time to time, where is a copy of the actual methods in the installer's records?

Once the home installation is complete an Operational Test will be performed to ensure that all doors and windows are operational.

You must complete the following as part of your installation responsibility.

- SITE PREPARATION
LOAD BEARING CAPACITY OF SOIL
LIST OF EACH DEVICE USED
IS A VAPOR RETARDER REQUIRED?

And as applicable:

- SPACING OF PIERS
NUMBER OF DIAGONAL TIES
SPACING OF ANCHORS

Was the installer contracting directly with the consumer or were they subcontracted by another retailer or installer? Attach a copy of each contract.

Attach a list of each person who worked on the installation and how to contact them.

If Air Conditioner was provided, name and license number of Air Conditioner installer:

Copy of any required move permits should be attached.