



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      | PERMIT# |
| 911 ADDRESS | MAP/PARCEL |         |

**PROVIDE THE FOLLOWING INFORMATION WHEN APPLYING FOR A MOVE-ON PERMIT:**

\_\_\_\_\_ PROOF OF SEPTIC TANK INSPECTION APPROVAL **OR** PERMIT ISSUED TO INSTALL A SEPTIC SYSTEM BY 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)

**READ AND INITIAL EACH SECTION BELOW**

\_\_\_\_\_ I UNDERSTAND IT IS GEORGIA STATE LAW THAT A MOBILE HOME CAN ONLY BE MOVED AND SET UP BY AN INSTALLER REGISTERED AND LICENSED BY THE STATE OF GEORGIA. I ALSO UNDERSTAND THE INSTALLER MUST POST THE INSTALLATION PERMIT ON THE INSIDE ELECTRICAL PANEL.

**I UNDERSTAND I HAVE 60 DAYS TO COMPLETE THE SETUP PROCESS AND CALL FOR AN INSPECTION.** THIS INCLUDES THE INSTALLATION OF THE STEPS AND POSTING THE 911 ADDRESS TWICE. ONE IS TO BE PLACED ON THE HOME **AND** THE OTHER PLACED EITHER AT THE END OF THE DRIVEWAY OR ON THE MAILBOX. **IF WORK IS NOT COMPLETED IN THIS TIME, THEN ANOTHER PERMIT MUST BE PURCHASED AT FULL PRICE.**

|                    |                              |
|--------------------|------------------------------|
| DATE PERMIT ISSUED | DATE SETUP MUST BE COMPLETED |
|--------------------|------------------------------|

\_\_\_\_\_ I ASSURE THAT THE MOBILE HOME WILL NOT BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED. THERE ARE NO EXCEPTIONS!

**I HAVE READ, UNDERSTAND, AND WILL MEET ALL REQUIREMENTS LISTED ON THIS APPLICATION.**

\_\_\_\_\_ APPLICANT

\_\_\_\_\_ DATE



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**BEFORE CALLING FOR AN INSPECTION, CHECK THIS LIST AND MAKE SURE ALL REQUIREMENTS HAVE BEEN MET.**

CONNECTIONS:

- WELL/WATER (DO NOT COVER CONNECTIONS)
- SEPTIC/SEWER (DO NOT COVER CONNECTIONS)
- ELECTRICAL (DO NOT COVER CONNECTIONS)
- MECHANICAL

OTHER:

- (2) SETS OF STEPS WITH RAILS AND A MINIMUM 3' x 3' LANDING
- 911 ADDRESS POSTED (TWICE)

SKIRTING MUST BE INSTALLED AFTER FINAL INSPECTION HAS PASSED.