



Ohio Manufactured Homes Commission

5100 Parkcenter Avenue, Suite 103, Dublin, Ohio 43017

Phone: (614) 734-6010 • Fax: (614) 734-6012 • Website: <http://www.omhc.ohio.gov>

Application for License to Operate a Manufactured Home Park

INSTRUCTIONS

1. Complete one application for each park to be licensed (Fill in all blank information);
2. Sign and Date the application;
3. Attach payment via check, money order, or credit card according to the information listed below;
4. Return the completed application, applicable fees, and documents by **December 31st**. If postmarked after December 31st, a 25% late fee shall apply.

PARK INFORMATION (please print)

Name of Park:				County:	
				Phone:	
Physical Address (No P.O. boxes):				Fax:	
City:	State:	Zip:	Email:		
Mailing address (street or P.O. box):					
City:	State:	Zip:	Email:		
# of Licensed Lots	Year Built	Sewer Connection:		Water Supply:	
		[] Public [] Private		[] Public [] Private	
Are there any current pending violations? [] Yes [] No					
Do you have an approved site plan on file? [] Yes [] No					
Do you sell more than five (5) manufactured homes in a 12 month period? [] Yes [] No					
Complete the attached inventory list and return with application.					

OWNER/LICENSEE INFORMATION (please print)

Legal Entity Owning Property:			EIN:	County:	
Name of Principle/ Managing Agent:			Phone:		
Mailing address (street or P.O. box):			Fax:		
City:	State:	Zip:	Email:		
Site Manager Emergency Contact Information (if applicable)			Name:		
			Bus. Hours Phone #		
Email:			After Hours Phone #		

I hereby certify that I am the authorized representative of the park listed above. I agree to abide by the rules pursuant to ORC and OAC 4781 that apply for this license and all other rules pertaining to the installation of manufactured homes in this park. I understand that failure to abide by all applicable laws and rules will constitute a violation under my license and can result in fines, suspension, and/or revocation of this license.

Signature	Printed Name	Phone #	Date

PAYMENT

Make check or money order payable to **Treasurer, State of Ohio**.

If paying by credit card, you must add .0231% convenience fee to total.

Return the fee, application, and all documents to:

[] Visa [] Mastercard			Ohio Manufactured Homes Commission 5100 Parkcenter Avenue Suite 103 Dublin, Ohio 43017		
_____ / _____ \$ _____					
Credit card number	Expiration date	Amount			
_____	Cardholder signature				
Name of cardholder as shown on credit card			Total Licensing Fee:		
			\$ _____		

If the license fee is not post marked by December 31st a 25% late fee shall be assessed

****LICENSE FEE IS NON-REFUNDABLE AND NON-TRANSFERABLE****

"Public Information Disclosure: Pursuant to Ohio Revised Code 149, please be advised that information submitted in this application may be utilized or published by the licensing agency for the purpose of disseminating licensing information to the public. Only information subject to Ohio Public Records law and deemed useful to the industry or public shall be disseminated."

