

### DEPARTMENT OF COMMERCE AND INSURANCE STATE FIRE MARSHAL'S OFFICE MODULAR BUILDING PROGRAM

Davy Crockett Tower 500 James Robertson Parkway Nashville, Tennessee 37243-1162 Phone: (615) 741-7190 FAX: (615) 253-3267

# LICENSE APPLICATION FOR MANUFACTURER OF MODULAR BUILDING UNITS INSTRUCTIONS

No person shall engage in business as a manufacturer of modular building units for sale or installation in the State of Tennessee without first having obtained a manufacturer's license from the Department. An applicant must designate an inspection review program and meet the requirements established under each program before constructing modular building units.

#### **Approved Construction Inspection Program**

Any applicant for a license as a manufacturer of modular building units under the Approved Construction Inspection Program shall furnish a surety bond executed by the applicant (as principal) and by a surety company qualified to do business in this state (as surety).

The bond for a manufacturer of modular building units shall be one hundred thousand dollars (\$100,000.00).

A separate bond shall be required for each place of business operated by a manufacturer.

The application form, surety bond form, and surety bond must be received and processed before being licensed by the State of Tennessee.

#### Commissioner's Inspection Review Program

Any applicant for a license as a manufacturer or modular building units under the Commissioner's Inspection Review Program shall furnish proof of licensure pursuant to Tenn. Code Ann. § 62-6-103 and proof of general liability insurance as required by Tenn. Comp. R. & Regs. 0680-06.

The application form, proof of licensure from the Board for Licensing Contractors, and proof of general liability insurance to cover code-related non-compliances resulting in damage for an amount no less than one hundred thousand dollars (\$100,000.00) must be received and processed before being licensed by the State of Tennessee.

If you have any questions regarding this procedure, feel free to call this office at (615) 741-7190.



## <u>LICENSE APPLICATION FOR MANUFACTURER OF MODULAR BUILDING UNITS</u> (Pursuant to Tennessee Code Annotated, Title 68, Chapter 126, Part 3)

<u>DIRECTIONS</u>: This application must be fully completed and accompanied by the appropriate fees, Surety Bond form/proof of insurance, and Surety Bond. Please make check or money order payable to: <u>The State of Tennessee</u>. <u>Department of Commerce and Insurance</u>.

Any false statement or material misrepresentation on this application shall be cause for denial, suspension, or revocation of license.

	\$1,150.00 Initial (New) License Fee* *(1,000.00 License Fee, plus \$150.00 Non-refundable Application Fee)						
	Approved Construction In	spection Progra	m	☐ Commis	sioner's Inspect	ion Review Program	
1.	Name of Manufacturer: _						
2. Manufacturing Facility Location:(Str				reet or P. O. Box)			
	(City)	(	State)	(Z	ip Code)	(County)	
3.	Telephone: ( )						
4. Manufacturer Mailing Address:(Street or P. O. Bo				·			
	(City)		(State)	(Z	(ip Code)	(County)	
5.	Doing Business as: □ I	ndividual i	□ Partners	hip (LLC)	□ Corporati	ion / Incorporation	
6.	If Individually Owned: _						
			(Print o	r Type Full	Name of Owner	)	
7.		equesting approval through the Commissioner's Inspection Review Program, provide your license mber from Board of Licensing Contractors:					
	<del></del>	ITIONAL SHEET				<del></del>	
8	3.If Partnership (LLC):						
			(Print or	Type Full N	lames of Partne	rs)	
			(Print or	Type Full N	lames of Partne	rs)	

	(Print or Type Full Names of Each Officer)	(Title)				
	(Print or Type Full Names of Each Officer)	(Title)				
10. Detail experience in Modular B	Building Unit Manufacturing:					
11. List all other Modular Licenses	s, Registrations, or Approvals currently held in	n other State Programs:				
(State)	(Descri	(Description)				
(State)	(Descri	ntion)				
12. Have you or your manufacturing	ng facility or firm ever been involved in any dicration(s), or certification(s) in any other State	sciplinary proceedings				
If yes, provide complete details	:					
13. Certifications by Applicant:						
State of Tennessee, which do	nanufacture any Modular Building Units, for s not comply with all the requirements of	·				
	Tennessee Code Annotated, Title 68, Chapter 126, Part 3, (Modular Building Act) and Chapter 0780-2-13 (Modular Building Units) of the Rules and Regulations of the State of Tennessee.					
Signature:	Date:					
	Title:					

Notes: a. Separate License and Surety Bond must be secured for each manufacturing facility.

- b. All information must be completed before a License can be processed and issued.
- c. All Licenses shall expire on June 30<sup>th</sup> of each year. Failure to renew by June 30<sup>th</sup> will result in additional fees.
- d. The Department of Commerce and Insurance shall be notified <u>in writing</u> of any change in the information furnished on this application <u>within thirty (30)</u> days of such change.

All items <u>MUST</u> be completed prior to mailing application. If an item does not apply, simply put <u>N/A</u> or <u>None</u> in that space. Any blank spaces will result in a delay in processing.