Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
Madison, WI 53708-8935
FAX #: (608) 251-3036
Phone #: (608) 266-2112

Ship To: 1400 E. Washington Avenue
Madison, WI 53703
E-Mail: dspssbmanfhomes@wisconsin.gov
Website: http://dsps.wi.gov

MANUFACTURED HOME COMMUNITY LICENSE APPLICATION

Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m)].

- Fill in application completely, sign, and date.
- Make check or money order payable to: **State of WI - DSPS**
- Mail application and check to the above address.
- Definitions: **Manufactured Home Community -** Any plot or plots of ground upon which 3 or more manufactured home units, occupied for dwelling or sleeping purposes, are located, regardless of whether or not a charge is made for such accommodations.
  Owner - Person, state or local government. "Person" includes individuals, partnerships, firms, companies or corporations.

PLEASE TYPE OR PRINT

This is for: o Newly Licensed Community o Expansion o Change in Ownership **(see **Permit revision fee below)** o Other

Name of Manufactured Home Community		Name of Community Owner
Community ID Number		☐ FEIN or ☐ SSN (Please check one)
Street Address**		Street Address
P.O. Box No.		P.O. Box No.
City/State/Zip		City/State/Zip
Phone No. ( )	County	Phone No. ( )
Number of Manufactured Home Sites		Name of Former Owner (if applicable)

**If Manufactured home community address above does not include a specific street number, furnish directions to your community location, including highway numbers or letters and distances:

Water Source o Public o Private	Septic Source o Public o Private

Presently Licensed o Yes o No If Yes, year licensed:

Licensed by o Town o Village o City o County o State

Inspected by Licensing Agency o Yes o No If Yes, agency name and year inspected:

Number of Sites Locally Licensed	Annual Local Fee

Required Fees (Comm 2.33): Check the fee that applies

No. of Manuf. Home Sites – New or Added	For a Newly Licensed Community (Plan Review plus License)	For an Expanded Community (Plan Review plus Revised License)	For an Existing Community (License Renewal)
1- 20	☐ $500.00	☐ $290.00	☐ $250.00
21 - 50	☐ $900.00	☐ $490.00	☐ $450.00
51 - 100	☐ $1,400.00	☐ $740.00	☐ $700.00
101 – 175	☐ $1,800.00	☐ $940.00	☐ $900.00
176 +	☐ $2,000.00	☐ $1040.00	☐ $1000.00

☐ ****Permit revision fee: $40 (This fee is only for a change in ownership – renewal fees are billed separately.)**

_____
Printed Owner or Agency Representative Name

X _____
Signature of Owner or Agency Representative Title Date