

HUD Installer Application Instructions

How to apply for a HUD Installer License

In order to install homes in any state where HUD administers the Installation Program, you must apply for a HUD Installer License.

Online Submission

We strongly encourage you to use the online submission tool located at <https://installationprogram.force.com/s/>. You will need to create an account, which will allow you to submit all application documents online or upload a completed application, and manage all insurance documents required to maintain licensure.

Using online submission will ensure the fastest license processing time.

Paper Submission

To submit a paper application, you must fill out the **HUD 307 Manufactured Home Installer License Application** with all required supplemental information.

Send completed documents to any of the following:

Email: hudinfo@sebapro.com

Fax: (202) 379-3340

Mail to:

Office of Manufactured Housing Installation Programs
C/O SEBA Professional Services, LLC 1325 G Street, NW
Suite 500
Washington, DC 20005

Make sure to fill out the forms entirely with accurate information, legible handwriting and signature of the applicant.

Required Supporting Documents

When you submit the application through any method you **must** include the following:

1. Proof of taking and passing an approved training course.
2. A copy of your general liability insurance policy with HUD listed as an additional insured, and a \$10,000 Bond or \$10,000 Irrevocable Letter of Credit. Additional insured address is below:

HUD

Administrator, Office of Manufactured Housing Programs
451 7th Street SW, Room 9168
Washington, DC 20410

*Additional guidance on insurance and bond requirements is available below

3. When not self-certifying, provide proof of experience or education.
4. All other applicable licenses or certifications to install manufactured homes.

All required forms and guidelines can be found at www.manufacturedhousinginstallation.com. You can also contact SEBA, the Installation Program contractor, at hudinfo@sebapro.com or (202) 552-7356.

The SEBA team is available to answer any questions you may have or help you with understanding the application requirements.

You will receive a response regarding your application within 14 days of submission.

Thank you for taking the first steps to becoming a HUD Licensed Installer!