

## MANUFACTURED HOME MOVEMENT PERMIT CHECKLIST

Please provide the following along with your completed application:

1. Bill of Sale from Seller
2. Proof of Taxes Paid
  - If home is new, visit the Tax Commissioner's Office and fill out an Exemption Form;
  - If home is pre-owned, provide proof of previous year's paid taxes.
3. Applicable permit fees
4. This is an all-inclusive permit. All applicable permits are included in the Mobile Home Movement Permit, such as:
  - Electrical Permit
  - Mechanical Permit
  - Plumbing Permit
5. You will need to obtain a Driveway Permit as that is not included.
6. Septic Permit or Certificate of Inspection (from Health Dept.)

NOTE\* You must have an approved septic permit from the Health Department prior to the issuance of a movement permit within the county limits.

New or Pre-owned | Year Built: \_\_\_\_\_  
Pre-bill or Homestead (Confirm with Tax Assessor)  
Length: \_\_\_\_\_ feet Width: \_\_\_\_\_ feet  
Serial #: \_\_\_\_\_ Decal #: \_\_\_\_\_  
Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_  
# of Bedrooms: \_\_\_\_\_ Front Porch: Length \_\_\_ ft Width \_\_\_ ft  
# of Bathrooms: \_\_\_\_\_ Back Porch: Length \_\_\_ ft Width \_\_\_ ft  
Total Estimated Value: \_\_\_\_\_

ARE YOU MOVING THE HOME INTO OR WITHIN  
OGLETHORPE COUNTY?

If no, what county? \_\_\_\_\_

Licensed Installer Name: \_\_\_\_\_

Licensed Installer Phone #: \_\_\_\_\_

Hauler Name: \_\_\_\_\_

Hauler Phone: \_\_\_\_\_

Expected Move Date: \_\_\_\_\_

Note: Haulers must have a DOT Oversize Permit.