DEPARTMENT OF BUSINESS AND INDUSTRY
MANUFACTURED HOUSING DIVISION
1830 E. College Parkway, Suite 120, Carson City, NV 89706 775-684-2940 Fax 775-684-2949
3300 W. Sahara Avenue, Suite 320, Las Vegas, NV 89102 702-486-4135 Fax 702-486-4272
mhd.nv.gov

Plan Approval and Insignia Request Form

☐ Insignia - NAC 461.210(1) $ 50 x _____ = _____ Date: _____

☐ Plan Review - NAC 461.210(1) $100 x _____ = _____

TOTAL = _____

Please note: If the plan review requires more than one hour to complete, a fee of $50 per each additional half hour will be charged. The Division will notify you of the additional fee if applicable. Payment must be received prior to the final plan approval. All insignias are sent USPS Certified Mail to the Third Party Agency. If you did not submit your plans electronically and have submitted a hard copy to be returned, a completed UPS or FedEx shipping label must be included when submitting this form.

APPROVED PLANS TO BE RETURNED TO: **Manufacturer** ☐ **Third Party Reviewing Agency** ☐

Manufacturer: _____ Nevada MHD License #: _____

Address of Manufacturer where the approved stamped plans will be sent via US POSTAL SERVICE:

_____

Address City State Zip

Contact Name: _____ Phone: _____ Email: _____

Third Party Reviewing Agency: _____

Address of Third Party Reviewing Agency where the insignia(s) will be sent via US POSTAL SERVICE:

_____

Address City State Zip

Contact Name: _____ Phone: _____ Email: _____

IF REQUESTING INSIGNIAS ONLY, PLEASE SUBMIT THIS FORM TO THE LAS VEGAS OFFICE AND ENTER THE NEVADA MHD PLAN APPROVAL NUMBER HERE:

	To be completed by the manufacturer Date Manufactured ____/_____ (Month Year)		***For MHD use ONLY*** ☐ MC ☐ FH	
	MODEL	SERIAL NUMBER	PLAN APPROVAL #	INSIGNIA #
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				