

Weekly Installation Report

Report for Week of: _____

Please complete all sections below. If the home was a private sale, please mark N/A for retailer.

Name of Installer: _____

Name of Retailer: _____

Street Address: _____

Street Address: _____

City, State, Zip: _____

City, State, Zip: _____

Tel: _____

Tel: _____

Fax: _____

Fax: _____

Email: _____

Email: _____

License #: _____

License #: _____

Authorized Representative: _____

Authorized Representative: _____

Tenn. Code Ann. § 68-126-406(e) requires each installer to submit a report on at least a weekly basis describing the homes installed that week.

Decal Number	Date Decal Purchased	New or Used Home	Date of Completion	HUD Label or Serial #	Consumer Name and Phone Number	Consumer Address	City, County
(Place Label Here)							

Notes:

Mail report to:

Department of Commerce & Insurance
Manufactured Housing Section, 10th Floor
500 James Robertson Pkwy
Nashville, TN 37243-1162

Or email report to:

Manufactured.Housing@tn.gov

Please retain a copy for your records.



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By signing below, I certify that I have completed this report in good faith and all information included herein is correct and true to the best of my knowledge. Any false statements or misrepresentations on this application may be cause for disciplinary action pursuant to T.C.A. § 68-126-410.

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