

# 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](mailto: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](http://www.manufacturedhousinginstallation.com). You can also contact SEBA, the Installation Program contractor, at [hudinfo@sebapro.com](mailto: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!*