

Federal Manufactured Housing Dispute Resolution

U. S. Department of Housing and
Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502-XXXX
(exp.(????))

Information Form

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

42 U.S.C. § 5422(g) (section 623(g) of the National Manufactured Housing Construction and Safety Standards Act of 1974) authorizes HUD to implement a dispute resolution program in each State that does not have a program meeting the requirements of 42 U.S.C. § 5422(c)(12). Your answers to the following questions are necessary for a proper evaluation of your dispute. The respondents are homeowners, installers, retailers, and manufacturers of manufactured housing. HUD does not pledge assurance of confidentiality to respondents. HUD generally discloses this data only in response to a Freedom of Information request.

Initial Information

Name of person requesting assistance in resolving dispute:

Role in the dispute: (check one)	Homeowner _____	Manufacturer _____	Retailer _____	Installer _____
Other parties involved in this dispute:	Homeowner _____	Manufacturer _____	Retailer _____	Installer _____

Information on the home

Street address of home:

City:	State:	Zip:
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Daytime phone:

Evening or weekend phone:

E-mail address:

Name of manufactured home park, if applicable:

Single-wide:	Double-wide:	Multi-wide:
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Serial number of home:

Model number of home:

HUD label number:

Date home was purchased:

Date home was delivered to the installation site:

Date home was installed:

Additional information on person requesting the dispute resolution

Name:

Street address:

City:	State:	Zip:
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Daytime phone:

Evening or weekend phone:

E-mail address:

Manufacturer of Home

(Corporate name if known)

Company name of manufacturer:

Name of manufacturing plant in which home was built:

Name of contact person at plant if known:

Street address:

City:

State:

Zip:

Telephone:

E-mail address:

Retailer of Home

Name of Retailer:

Name of contact person or salesperson at retailer:

Street address:

City:

State:

Zip:

Telephone:

E-mail address:

Installer of Home

Name of company that installed the home:

Name of person that installed the home:

Name of contact person for the installation company:

Street address of installer's company:

City:

State:

Zip:

Telephone:

E-mail address:

Description of Dispute (use additional sheets if necessary)

Description of the dispute:

Have you previously written to the federal Office of Manufactured Housing Programs regarding this or other issues involving this home?

Have you contacted the [manufacturer, retailer or installer] regarding your complaint?

If yes:

Person/firm contacted	Date(s) Contacted	In writing or by phone?
Person/firm contacted	Date(s) Contacted	In writing or by phone?
Person/firm contacted	Date(s) Contacted	In writing or by phone?
Person/firm contacted	Date(s) Contacted	In writing or by phone?

Attach copies of all written correspondence to or from the manufacturer, retailer, installer, or homeowner. Also, attach copies of any other documentation to support your dispute. These documents will not be returned.

Printed Name of person submitting complaint:

Signature:	Date:
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Description of Dispute (continued)