



To Register a Mobile Home the Following Paperwork Is Required



Assessor's Office Fax #. 803-541-1046

- New Mobile Home ~ Bill Of Sale
- Used Mobile Home ~ Title with **Correct Owners Name** on the Front of the Title ~ DMV Dept. 259-3335
- Moving Permit from Previous Location
- Septic Tank Sheet ~ DHEC Health Dept.
Note: To receive a permit to install a new septic tank you may go to the Barnwell DHEC Office 541-1061
 To receive a copy of a preexisting septic tank you contact the Aiken DHEC Office 642-1637

- 911 Address (Sheriff's Office ~ Allen Palmer 541-1072)
- Letter from Williston Town Hall Letter from Hilda Town Hall Sticker from Blackville Town Hall
- \$80.00 \$5.00

- 2 Forms of ID are needed to receive Legal Residence**
- (1) Drivers License with correct address
- (2) Voters Registration Card or Vehicle Registration Card
- (3) NOTE: If you are married the same information is needed on your spouse.

You Will Need to Complete the Following Items Before Calling the Inspector **Note: Check Items Off As They Are Complete**

- The service pole shall be a minimum of 20 feet long with a 6 inch top or a pressure treated 6 inch by 6 inch timber 20 feet
- Install the center of the meter base approximately 5 feet 6 inches from the ground.
- Install a # 6 green insulated copper wire from the exterior breaker box to the interior breaker box.
- Ensure the green wire is landed on the grounding bar in the interior breaker box.
- Ensure an antioxidant paste has been applied to all service connections in the meter base and both the interior and exterior breaker boxes.
- Ensure wires buried directly in the ground or at least 24 inches deep or 18 inches deep if installed in conduct.
- Ensure unused opening are covered with blank covers.
- Ensure the neutral wire in the meter base and breaker box are properly identified with at least a piece of white tape attached to each end.
- Ensure meter bases and exterior breaker boxes are grounded to earth with two ground rods.
- Permanent landing & steps with handrails and pickets are required at each exterior door.
 - Stairways shall not be less than 48 inches wide. Maximum riser height shall be 7¼ inches.
 - Riser on steps are to be enclosed with no more than a 4 inch opening
 - Landings, porches, decks and ramps with open sides are to be equipped with handrails not less than 36 inches in height and pickets installed vertically no more than 4 inches apart.
- Ensure that all piers are double blocked.
- All kitchen counter top- including island and peninsula counters, bathroom, and exterior receptacles must be GFCI protected.
- All receptacles and switches throughout the home must be properly wired and in working order, with the cover plates installed.
- Smoke detectors must be installed in each bedroom and outside the bedrooms. Preferably, smoke detectors should be hardwired together with battery back-ups so that when one smoke detector alarms they all will alarm. If hardwiring is impracticable due the design of the home, battery operated smoke detectors are permitted.
- Ensure 911 Address (**Blue Sign with white letters**) is posted on the same side of the road as the house.
 Also, if house is more than 50 feet off of the road, the 911 address needs to be posted on or in front of the house.

NOTE: Power Authorization will not be issued without the 911 address posted.