



# TEXAS DEPARTMENT OF LICENSING AND REGULATION

## Industrialized Housing & Buildings Program

P.O. Box 12157 Austin, Texas 78711 (512)463-7353 (800)803-9202 FAX (512)475-4364  
Email Address: industrialized.buildings@license.state.tx.us Internet Address: www.license.state.tx.us

### Request and Payment for Alteration Decals

Please print or type all information

Industrialized Builder Name: \_\_\_\_\_ Reg. #IHB-\_\_\_\_\_

Location address of units to be altered: \_\_\_\_\_

Builder's Representative: \_\_\_\_\_

Phone #: \_\_\_\_\_ \*Email address (optional): \_\_\_\_\_

If you want decals shipped overnight, please include a COMPLETED return air bill with your order. The return air bill shall be completed with your account number and the name and address of the TPIA or TPI to receive the decals. Your order will be shipped overnight at your expense.

Alteration and recertification of the units to which these decals are to be affixed must be in compliance with the requirements of the mandatory building codes and standards in effect at the time the alterations are completed. Only registered industrialized builders may purchase alteration decals. Decals will be released only to the third party inspection agency/third party inspector responsible for inspecting the alteration construction. The third party inspector is responsible for placing the assigned decal on each module upon completion of the construction and successful completion of all required inspections.

Please indicate the name and registration # of the TPIA responsible for completing the alteration inspections. The decals will be released only to the TPIA or to a TPI employed by the TPIA. The decals will be released only to the mailing address of the TPIA or TPI on file with the Department.

Name of TPIA Responsible for Inspections: \_\_\_\_\_ Reg. #IHIA-\_\_\_\_\_

Please enter name, registration #, phone number, and email address (optional) of TPI if decals are to be released directly to the inspector responsible for performing the alteration inspections.

Name of TPI: \_\_\_\_\_ Reg. #IHI-\_\_\_\_\_

Phone #: \_\_\_\_\_ Email address (optional): \_\_\_\_\_

Enter the manufacturer's name and registration number, the Texas decal number, and the serial number for each unit to be altered. Alteration decals will not be issued if verification of original Texas decal number and manufacturer's serial number cannot be found in TDLR's decal databases or if records show that unit was not inspected during construction in the manufacturing facility. Please check with the Department to verify prior to ordering decals.

Manufacturer's Name and Registration #	Texas Decal Number	Unit Serial # or Identification # (as assigned by manufacturer)	Decal Fee \$50/decals	Alteration Decal Number (for Department use only)
			\$50.00	
			\$50.00	
			\$50.00	
			\$50.00	
			\$50.00	

Total # of decals Page 1 = \_\_\_\_\_ Total Fee Page 1 (total # of decals X \$50.00) = \$ \_\_\_\_\_

Total # of decals Page 2 = \_\_\_\_\_ Total Fee Page 2 (total # of decals X \$50.00) = \$ \_\_\_\_\_

Total # of decals both pages =  Total Fee [Sum of total from all Pages] = \$

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\* The Department will add your address to the Industrialized Housing and Buildings (IHB) email notification list, which automatically provides information from the Department on matters affecting IHB. Your email address is confidential pursuant to the Texas Public Information Act and the Department will not share it with the public. See additional information at the following link: <http://www.license.state.tx.us/newsletters/TDLRnotificationLists.asp>

