

PRIORITY HANDLING SERVICE APPLICATION COVERSHEET

The Priority Handling Service is a one-time service enabling an application submitted with the additional priority handling service fee of \$55, to be **REVIEWED** within five working days from the date the application fees are deposited by the Manufactured Housing Division (MHD).

COMPLETED applications will result in:

1. The immediate issuance of the Statement of Ownership and Location (SOL).
2. SOL mailed to the mailing address specified on the application for the owner(s), lienholder(s), and or any third party specified.

INCOMPLETE applications will result in:

1. A courtesy call being made to the applicant allowing a maximum of two days to respond with required information.
2. A Request for Additional Information (RAI) to be issued and mailed if the requested information is not received in the specified time.

THIS IS A ONE-TIME PRIORITY HANDLING OF THE APPLICATION.

Applications submitted or resubmitted (in response to a Request for Additional Information)(RAI) without the additional priority handling fee **will receive normal handling without notice to the applicant.**

Check here to request priority handling and complete the contact and mailing information below:

<input type="checkbox"/>	<p>Priority Handling Requested An additional \$55 is included with payment to review the application within 5 working days from date fees are deposited.</p> <p>If the additional priority handling fee is not included, the application will receive normal processing without notice to the applicant.</p>
MAILING INFORMATION	
Company:	
Name:	
Address 1:	
Address 2:	
City/State/ZIP:	
CONTACT INFORMATION IF ADDITIONAL INFORMATION IS NEEDED	
Contact Name:	
Phone:	
Fax:	
Email:	