



This checklist has been developed in accordance with Anderson County Code of Ordinances and South Carolina Code of Laws, Title 31, and Chapter 17.

**MOVING A MOBILE HOME TO ANDERSON COUNTY FROM ANOTHER COUNTY**

- Title to the mobile home in your name. If the original title is held by a finance company, a copy of the title (front and back) may be provided. Copies may be faxed to Building and Codes at (864) 260-4795. If the mobile home was recently purchased a bill of sale and completed title application (Form 400) must also be provided along with the title from the previous owner.
- Current and/or prepaid tax receipts and a moving permit from the county you are moving from.
- Tax clearance letter from the Anderson County Treasurer's office. This clearance letter may be issued in the previous owner's name. Location: 401 East River Street, Phone: (864) 260-4033.
- Complete name and address of the lien holder, if applicable.
- Tax map number where the home will be located or the exact name of the property owner.
- Approved septic tank permit from DHEC or other approved method of sewage disposal for the intended home site. Applications for septic tank are made with the Development Standards office. Location: 401 East River Street, Phone: (864) 260-4719.
- E-911 address for the location and lot number if located in a mobile home park. To obtain an E-911 address, contact the E-911 addressing office. Location: 401 East River Street, Phone: (864) 260-4392
- A land use compliance letter from the Development Standards Department. Location: 401 East River Street, Phone (864) 260-4719
- Name of Licensed Mobile Home Installer/Contractor.

*Reference our Permit Fee Schedule for Applicable Fees*

