USING THE

N.A.D.A. MANUFACTURED HOUSING COST GUIDE

WITH THE

FANNI E MAE 1004C FREDDIE MAC 70B

N.A.D.A. Appraisal Guides
Manufactured Housing Division
PO Box 7800, Costa Mesa, CA 92628
800.966.6232 • 714.556.8715 Fax
This walk-through was developed to assist in using the N.A.D.A. Manufactured Housing Cost Guide with the Fannie Mae 1004C or Freddie Mac 70B.

Please note: The Editors and Publisher have used reasonable care in producing this walk-through. However, neither the Editors nor Publisher shall be liable for damages of any type of description, including loss of profits or other business damages incurred by the use of this publication.

We suggest you visit www.efanniemae.com to obtain a copy of the Announcements 03-06, 04-07, & 07-06. (http://www.efanniemae.com/singlefamily/forms_guidelines/guide_announcements/db_guide_announcements_03.jhtml?&).


The cost estimate guide was developed by the Guidebook Division of N.A.D.A. and first published in 1973 exclusively for the factory built, manufactured housing industry!

Approved or Recognized

- 1977 - Recognized by DVA (Circular 26.77-11)
- 1979 - Approved by HUD/FHA (Transmittal 4150.1-27 10/11/79)
- The National Appraisal System (NAS) is approved for HUD Title 1 field inspection used and estimated market value (Regulation 1060.2)
IMPORTANT EXCERPTS
From the Fannie Mae Announcement 03-06
(http://www.efanniemae.com/singlefamily/forms_guidelines/guide_announcements/db_guide_announcements_03.jhtml?&)

- The manufactured home must be attached to a permanent foundation system in accordance with the manufacturer's requirements for anchoring, support, stability, and maintenance. The foundation system must be appropriate for the soil conditions for the site and meet local and state codes.

- The running gear: towing hitch, wheels, and axles must be removed (i.e., off/separated from the chassis/frame).

- The appraiser must not include his or her value conclusion on any non-realty items such as kitchen appliances, insurance, warranties, furniture, etc.

- The manufactured home must be a one-family dwelling that is legally classified as real property.

- Contact appropriate manufactured housing state or local titling agency to verify personal property title document surrender.

From the Fannie Mae Announcement 07-06

- The lender must provide the appraiser with a complete copy of the executed contract for sale of the manufactured home and land, or if the manufactured home and land are being purchased separately, the executed contract for each. In addition, the lender must provide the appraiser with a copy of the manufacturer's invoice of the manufactured home is new. The appraiser must analyze the contract (and manufacturer's invoice for new homes) and summarize his or her analysis in the appraisal report.

- The appraiser must not include in his or her value conclusion any non-realty items such as insurance, warranties, furniture, etc.
Part 3280 - MANUFACTURED HOME CONSTRUCTION AND SAFETY STANDARDS

Subpart A - General

Sec. 3280.1 Scope. [Code of Federal Regulations]
[Title 24, Volume 5]
[Revised as of April 1, 2001]

This standard covers all equipment and installations in the design, construction, transportation, fire safety, plumbing, heat-producing and electrical systems of manufactured homes which are designed to be used as dwelling units. This standard seeks to the maximum extent possible to establish performance requirements. In certain instances, however, the use of specific requirements is necessary.

Sec. 3280.5 Data plate.

Each manufactured home shall bear a data plate affixed in a permanent manner near the main electrical panel or other readily accessible and visible location. Each data plate shall be made of material what will receive typed information as well as preprinted information, and which can be cleaned of ordinary smudges or household dirt without removing information contained on the data plate; or the data plate shall be covered in a permanent manner with materials that will make it possible to clean the data plate of ordinary dirt and smudges without obscuring the information.

Sec. 3280.6 Serial number.

A manufactured home serial number which will identify the manufacturer and the state in which the manufactured home is manufactured, must be stamped into the foremost cross member. Letters and numbers must be $3/8\text{ in.}$ minimum in height. Numbers must not be stamped into hitch assembly or drawbar.

Sec. 3280.11 Certification label.

A permanent label shall be affixed to each transportable section of each manufactured home for sale or lease in the United States. This label shall be separate and distinct from the data plate which the manufacturer is required to provide under Sec. 3280.5 of the standards. The label shall be approximately 2 in. by 4 in. in size and shall be permanently attached to the manufactured home by means of 4 blind rivets, drive screws, or other means that render it difficult to remove without defacing it. It shall be etched or stamped with a 3 letter designation which identifies the production inspection primary inspection agency and which the Secretary shall assign. Each label shall be marked with a 6-digit number which the label supplier shall furnish. The labels shall be stamped with numbers sequentially.
# Manufactured Home Appraisal Report

The purpose of this summary appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.

<table>
<thead>
<tr>
<th>Property Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrower</td>
<td>Owner of Public Record</td>
<td>County</td>
<td></td>
</tr>
</tbody>
</table>

**Legal Description:**
- Assessor’s Parcel #: |
- Tax Year: |
- E.T. Tax(es): |
- Neighborhood Name: |
- Map Reference: |
- Census Tract: |

| Special Assessed: |
|------------------|-----------|
| Assessed Owner’s Name: | Owner’s Address: |

**Property Rights:**
- Free and Clear: |
-强度: |
- Leased: |
- Other (describe): |

**Assignment Type:**
- Purchase Transaction: |
- Review Transaction: |
- Other (describe): |

**Funder/Client:**
- Address: |
- is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal? |
- Yes | No |
- Report data source(s) used, offering price(s), and details: |

Manufactured homes located in either a condominium or cooperative project require the approval to inspect the project and complete the Project Information section of the Individual Condominium (Trial) Appraisal Report or the Individual Cooperative (Trial) Appraisal Report and attach it as an addendum to this report.

<table>
<thead>
<tr>
<th>did</th>
<th>did not analyze the contract for sale or why the analysis was not performed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>did</td>
<td>did not analyze the manufacturer’s invoice. Explain the results of the analysis of the manufacturer’s invoice or why the analysis was not performed:</td>
</tr>
</tbody>
</table>

**Builder’s Name:**
- (Name Construction) |

**Note:**
- Race and the racial composition of the neighborhood are not appraisal factors.

<table>
<thead>
<tr>
<th>Neighborhood Characteristics</th>
<th>Manufactured Housing Trends</th>
<th>Manufactured Housing</th>
<th>Present Land Use %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Address</td>
<td>City</td>
<td>State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>Borrower</td>
<td>Owner of Public Record</td>
<td>County</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- Blanket Conditions (including support for the above conclusions): |

<table>
<thead>
<tr>
<th>Dimensions</th>
<th>Area</th>
<th>Shape</th>
<th>View</th>
</tr>
</thead>
</table>

**Specific Zoning Classification:**
- Zoning Description: |
- Zoning Compliance: Legal |
- Legal Nonconforming (Grandfathered Use): |

**Utilities:**
- Public: |
- Other (describe): |

**FEMA Special Flood Hazard Area:**
- Yes | No |
- FEMA Flood Zone: |
- FEMA Map #: |
- FEMA Map Date: |

**Are the utilities and off-site improvements typical for the market area?** |
- Yes | No |
- If No, describe: |

**Are the site size, shape and topography generally conforming to and acceptable in the market area?** |
- Yes | No |
- If No, explain: |

**Is the site property maintained?** |
- Yes | No |
- If No, describe: |

**Are there any adverse site conditions or external factors (assumptions, encroachments, environmental conditions, land uses, etc.)?** |
- Yes | No |
- If Yes, describe: |

**The HUD Data Plate/Compliance Certificate is located on the exterior of the subject and contains, among other things, the manufacturer’s name, model/serial number, year manufactured and serial number. The HUD Certification Label is located on the exterior of each section of the home.** |

**Is the HUD Data Plate/Compliance Certificate attached to the dwelling?** |
- Yes | No |
- If Yes, identify the location. If No, provide the data source(s) for the HUD Data Plate/Compliance Certificate information: |

**Is a HUD Certification Label attached to the exterior of each section of the dwelling?** |
- Yes | No |
- If No, provide the data source(s) for the HUD Certification Label #: |

**Manufacturer’s Serial #:**
- VIN #: |

**FMAH Certification Label #:**
- Manufacturer’s Name: |
- Date of Manufacture: |
- Do the Wind, Roof Load, and Thermal Zones meet the minimum HUD requirements for the location of the subject property? |
- Yes | No | If No, explain: |
# manufactured Home Appraisal Report

<table>
<thead>
<tr>
<th>General Description</th>
<th>Foundation</th>
<th>Exterior Description</th>
<th>Materials/condition</th>
<th>Exterior Materials/condition</th>
</tr>
</thead>
<tbody>
<tr>
<td># of Units: [ ] One [ ] Additions [ ] Found. Concrete [ ] Concrete Rammed</td>
<td>[ ] Siding [ ] Brick &amp; Stone [ ] Other [ ] Exterior Walls: [ ] Wood</td>
<td>[ ] Roof: [ ] Shingles [ ] Flat [ ] Other</td>
<td>[ ] Baths: [ ] Partial [ ] Main</td>
<td>[ ] sc ： [ ] Stairs [ ] Other [ ] Partial Basement [ ] Full Basement</td>
</tr>
<tr>
<td># of Stories: [ ] 1 [ ] 2 [ ] 3</td>
<td>[ ] Basement Finish: [ ] % [ ] Window Type: [ ] 1/4 [ ] Glass [ ] 3/4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Type: [ ] Det [ ] Att [ ] S-Det, End Unit [ ] Outside Entry/Exit [ ] Sump Pump [ ] Steam Sanitation [ ] Car Storage: [ ] None</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Stairs [ ] Proposed [ ] Under Contract</td>
<td>[ ] Walls [ ] Concrete [ ] Wood [ ] Drywall</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year Built: [ ] Effective Age (Yrs) [ ] Demolition [ ] Settlement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Walls: [ ] Wood [ ] Paneling [ ] Stucco [ ] Masonry [ ] Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Trim: [ ] Wood [ ] Metal [ ] Other [ ] Railings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Doors: [ ] Wood [ ] Steel [ ] Other [ ] Railings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Windows: [ ] Wood [ ] Steel [ ] Other [ ] Railings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Lighting: [ ] Outdoor [ ] Interior [ ] Under Contract</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Finishes: [ ] Wood [ ] Paneling [ ] Masonry [ ] Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Exterior Fixtures: [ ] Wood [ ] Steel [ ] Other [ ] Railings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Installer's Name:**

**Data Installed:**

**Model Year:**

**Is the manufactured home attached to a permanent foundation system?** Yes [ ] No [ ] If No, describe the foundation system and manner of attachment.

**Is there any physical deficiency or adverse condition?** Yes [ ] No [ ] If No, describe.

**Are there any physical deficiencies or adverse conditions that affect the usability, soundness, or structural integrity of the property?** Yes [ ] No [ ] If No, describe.

**Does the property generally conform to the neighborhood functional suitability, style, condition, use, construction, etc.?** Yes [ ] No [ ] If No, describe.

**Additional features:**

**Estimated:**

<table>
<thead>
<tr>
<th>Source of cost data</th>
<th>Effective cost data</th>
<th>Quality rating from cost service</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPINION OF SITE VALUE</td>
<td>$ Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td>$ Sq. ft.</td>
<td>$</td>
<td>Sq. ft.</td>
</tr>
<tr>
<td>$ Sq. ft.</td>
<td>$</td>
<td>Sq. ft.</td>
</tr>
<tr>
<td>$ Sq. ft.</td>
<td>$</td>
<td>Sq. ft.</td>
</tr>
</tbody>
</table>

**Other Data identification:**

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Multiplier (if applicable)</td>
<td>$</td>
</tr>
<tr>
<td>Cost Multiplier (if applicable)</td>
<td>$</td>
</tr>
<tr>
<td>Cost Multiplier (if applicable)</td>
<td>$</td>
</tr>
<tr>
<td>Cost Multiplier (if applicable)</td>
<td>$</td>
</tr>
<tr>
<td>Cost Multiplier (if applicable)</td>
<td>$</td>
</tr>
</tbody>
</table>

**Summary of Cost Approach:**

- Estimated Remaining Economic Life (HUD and VA only) Years:
- Estimated Remaining Economic Life (HUD only) Years:
- Estimated Remaining Economic Life (VA only) Years:
- Estimated Remaining Economic Life (HUD and VA only) Years:
Important information about the N.A.D.A. Manufactured Housing Cost Guide

**Base Structure Value Definition**

**Yellow Charts:** The value charts represent an abstraction of closed sales data deemed to be reliable from the open market place, not from repossession, foreclosure or auction sales. This data is obtained nationally in each of the 9 N.A.D.A. regions from a variety of indicators and sources. This and other proprietary data is used in our program and includes traditional industry practices that we developed as a result of our continuous research of the manufactured housing industry since 1973. This analysis program produces an estimated value for the structure only, unfurnished, with 300 mile fgt., (delivered and installed on site), excluding any costs for insurance, taxes, fees, retailer rebates, buy down points, or extended home warranties, according to its initial cost per square foot and current regional market activity.

Figures represent:
- Depreciated replacement value
- In current year retail dollars
- With traditional retailer mark-up
- With transportation costs
- With installation costs for the traditional pier/block set-up; not an excavated grade level or permanent foundation system.

**COMPONENTS:** The base chart figures include value for the following components in the structure and other costs as established by our computer program:
- Bath/Kitchen Modules
- Drapes, Curtains, Rods
- Furnace/Heating System
- Running Gear/Chassis Frame
- Water Heater/Plumbing System
- 30" Freestanding/Drop-in Range
- 12 C.F. Single Door Refrigerator
- Roofing - Standard Metal Type
- Siding - Standard Metal Type
- Windows/Doors Standard Type with Screens
- Floor Covering - Linoleum with Standard Carpeting in the Living Room, Hall and Master Bedroom only

**NOTE:** To this base value you must add for components and optional or upgraded equipment and, subtract for any missing component items as listed in the Optional Equipment Section.

**CONDITION:** These values assume the home is in marketable (average) condition. Condition is determined at the time of physical appraisal. It is a general practice to deduct for necessary repairs and reconditioning. You can use repair/replacement costs found in the N.A.D.A. Manufactured Housing Cost CD-ROM.

**COMPONENTS:** They are features or items that are built into the manufactured home or added to it in such a way that it becomes an essential part of the home and are built to the HUD construction code.

**ACCESSORIES:** They are features or items that are added to the home on-site, but may, or may not, be built-in or permanently attached to the home (e.g. skirting, awnings, porch/decks, etc.) and are built to a state or local code.

**ADDITIVE VALUES:** They may be items found built-in the subject home, or additional components and accessory options, yard improvements, land improvements, etc. that were not addressed in the components or accessories sections of the cost guide.
## Cost Approach Block

<table>
<thead>
<tr>
<th>Source of cost data</th>
<th>N.A.D.A. U.H. Cost Guide</th>
<th>Effective date of cost data</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPINION OF SITE VALUE</strong></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Section One</strong></td>
<td>1680 Sq. ft.</td>
<td>$22,795.00</td>
</tr>
<tr>
<td><strong>Section Two</strong></td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td><strong>Section Three</strong></td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td><strong>Section Four</strong></td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td><strong>Components</strong></td>
<td>$5942.84</td>
<td>$</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td>$44,237.84</td>
<td>$</td>
</tr>
<tr>
<td><strong>Cost Multiplier [if applicable]</strong></td>
<td>X</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>Modified Sub-total</strong></td>
<td>$44,237.84</td>
<td>$</td>
</tr>
</tbody>
</table>

- **Physical or Condition Modifier**: 1.12
- **Functional Obsolescence (not used for N.A.D.A.)**: 49,846.38
- **Total**
- **Exterior Depreciation or State Location Modifier**: X 1.02
- **Delivery, Installation, and Setup (not used for N.A.D.A.)**: 50,537.31
- **Total**
- **Furnishings & Accessories/Other Depreciation/Other Improvements**: $22,932.10
- **Market Value of Subject Site (as supported above)**: $ |

**Estimated Value by Cost Approach**: $ |

### Notes

- **Exterior Dimensions of the Subject Unit**
- **28 X 60**: 1680 Sq. ft.
- **X**: Sq. ft.
- **X**: Sq. ft.
- **Total Gross Living Area**: 1680 Sq. ft.

### Other Data Identification

- **N.A.D.A. Data Identification Info**: Edition May-August 2007
- **MT State**: AZ
- **Region**: 40
- **Structure**: 28 ft. X 60 ft.
- **Gray pg.**: 142
- **White pg.**: 574
- **Black pg.**: 574
- **15 years and older Conversion Chart pg.**: n/a
- **Yellow pg.**: 294

### Comments

- Data Plate located underneath kitchen sink.

- Estimated Remaining Economic Life (HUD and VA only): 45-50 Years
This Book Value Form is found in the back of the N.A.D.A. Manufactured Housing Cost Guide and is designed to walk the book user through the various steps to finding a Book Value. For complete instruction on the use of the cost guide, turn to page 5A in the front of the cost guide.
This addendum was hand-typed using the component, accessory, and additive value amounts in the Green Section (Part 3) of the cost guide.
### Addendum

<table>
<thead>
<tr>
<th>Accessories</th>
<th>Qty</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood Awnings</td>
<td>225</td>
<td>sq.ft.</td>
<td>$6.31</td>
<td>$1,419.75</td>
</tr>
<tr>
<td>4T Central Air</td>
<td>1</td>
<td>ea.</td>
<td>$894.00</td>
<td>$894.00</td>
</tr>
<tr>
<td>Enclosure Room - Door</td>
<td>2</td>
<td>ea.</td>
<td>$64.00</td>
<td>$128.00</td>
</tr>
<tr>
<td>Enclosure Room - (w/plate &amp; door)</td>
<td>36</td>
<td>lin.ft.</td>
<td>$23.00</td>
<td>$828.00</td>
</tr>
<tr>
<td>Elevated Aluminum Porch/Deck</td>
<td>160</td>
<td>sq.ft.</td>
<td>$5.93</td>
<td>$948.80</td>
</tr>
<tr>
<td>Steps (Aluminum w/Rail)</td>
<td>3</td>
<td>ea.</td>
<td>$101.00</td>
<td>$303.00</td>
</tr>
<tr>
<td><strong>Additive Values</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete Driveway</td>
<td>700</td>
<td>sq.ft.</td>
<td>$0.73</td>
<td>$511.00</td>
</tr>
<tr>
<td><strong>Concrete Foundation System (C1)</strong></td>
<td>1680</td>
<td>sq.ft.</td>
<td>$3.25</td>
<td>$5,460.00</td>
</tr>
<tr>
<td>Garage - Door (Auto)</td>
<td>1</td>
<td>ea.</td>
<td>$119.00</td>
<td>$119.00</td>
</tr>
<tr>
<td>Garage - Door (People)</td>
<td>2</td>
<td>ea.</td>
<td>$81.00</td>
<td>$162.00</td>
</tr>
<tr>
<td>Finished Interior</td>
<td>405</td>
<td>sq.ft.</td>
<td>$1.22</td>
<td>$494.10</td>
</tr>
<tr>
<td>House-type Roofing &amp; Siding</td>
<td>405</td>
<td>sq.ft.</td>
<td>$7.38</td>
<td>$2,988.90</td>
</tr>
<tr>
<td>Windows</td>
<td>2</td>
<td>ea.</td>
<td>$20.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Super Good Cents/vinyl frame window</td>
<td>1</td>
<td>all</td>
<td>1359</td>
<td>1359</td>
</tr>
<tr>
<td>Rock Landscaping</td>
<td>600</td>
<td>sq.ft.</td>
<td>$0.12</td>
<td>$72.00</td>
</tr>
<tr>
<td>Shrub/hedges (Medium)</td>
<td>5</td>
<td>ea.</td>
<td>$14.00</td>
<td>$70.00</td>
</tr>
<tr>
<td>Flagstone Patio Slab</td>
<td>200</td>
<td>sq.ft.</td>
<td>$0.99</td>
<td>$198.00</td>
</tr>
<tr>
<td>Septic Tank - Fiberglass dbl compartment</td>
<td>1</td>
<td>ea.</td>
<td>$864.00</td>
<td>$864.00</td>
</tr>
<tr>
<td>Septic Tank - Drain Leaching Fields</td>
<td>65</td>
<td>lin.ft.</td>
<td>$3.75</td>
<td>$241.75</td>
</tr>
<tr>
<td>Walk - Concrete</td>
<td>160</td>
<td>sq.ft.</td>
<td>$0.73</td>
<td>$116.80</td>
</tr>
<tr>
<td>Water Well with Casing - 100’ deep</td>
<td>1</td>
<td>ea.</td>
<td>$3,268.00</td>
<td>$3,268.00</td>
</tr>
<tr>
<td>Water Well with Casing - Casing/Sealing</td>
<td>1</td>
<td>ea.</td>
<td>$561.00</td>
<td>$561.00</td>
</tr>
<tr>
<td>Water Well with Casing - Pumping System/Pressure Tank</td>
<td>1</td>
<td>ea.</td>
<td>$1,689.00</td>
<td>$1,689.00</td>
</tr>
</tbody>
</table>

**Total** $22,932.10

---

**Important**

Foundation MUST be a HUD, State or Local PE approved, permanent system on fee land; NOT the traditional standard elevation pier/block or excavated (pit-set) at grade level with a perimeter block wall. Structure MUST also be state titled as real estate, not personal property.
**BOOK VALUE REPORT – ADDENDUM SHOWING COMPONENTS/ACCESSORIES/ADDITIVE VALUES**

<table>
<thead>
<tr>
<th>Addendum</th>
<th>Qty</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood Awning</td>
<td>225</td>
<td>sq.ft.</td>
<td>$ 8.31</td>
<td>$ 1,826.75</td>
</tr>
<tr>
<td>4T Central Air</td>
<td>1</td>
<td>ea.</td>
<td>$ 894.00</td>
<td>$ 894.00</td>
</tr>
<tr>
<td>Enclosure Room - Door</td>
<td>2</td>
<td>ea.</td>
<td>$ 64.00</td>
<td>$ 128.00</td>
</tr>
<tr>
<td>Enclosure Room - (w/brick plate &amp; door)</td>
<td>36</td>
<td>lin.ft.</td>
<td>$ 23.00</td>
<td>$ 828.00</td>
</tr>
<tr>
<td>Elevated Aluminum Porch/Deck</td>
<td>160</td>
<td>sq.ft.</td>
<td>$ 5.93</td>
<td>$ 948.80</td>
</tr>
<tr>
<td>Steps (Aluminum w/Rail)</td>
<td>3</td>
<td>ea.</td>
<td>$ 101.00</td>
<td>$ 303.00</td>
</tr>
</tbody>
</table>

**Additive Values**

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concrete Driveway</td>
<td>700</td>
<td>sq.ft.</td>
<td>$ 0.73</td>
<td>$ 511.00</td>
</tr>
<tr>
<td>Concrete Foundation System (C1)</td>
<td>1680</td>
<td>sq.ft.</td>
<td>$ 3.26</td>
<td>$ 5,460.00</td>
</tr>
<tr>
<td>Garage - Door (Auto)</td>
<td>1</td>
<td>ea.</td>
<td>$ 119.00</td>
<td>$ 119.00</td>
</tr>
<tr>
<td>Garage - Door (People)</td>
<td>2</td>
<td>ea.</td>
<td>$ 61.00</td>
<td>$ 122.00</td>
</tr>
<tr>
<td>Finished Interior</td>
<td>405</td>
<td>sq.ft.</td>
<td>$ 1.22</td>
<td>$ 494.10</td>
</tr>
<tr>
<td>House-type Roofing &amp; Siding</td>
<td>405</td>
<td>sq.ft.</td>
<td>$ 7.38</td>
<td>$ 2,988.90</td>
</tr>
<tr>
<td>Windows</td>
<td>2</td>
<td>ea.</td>
<td>$ 20.00</td>
<td>$ 40.00</td>
</tr>
<tr>
<td>Super Good Centex/ Vinyl frame w/Brick</td>
<td>1</td>
<td>all</td>
<td>$ 1339</td>
<td>$ 1339</td>
</tr>
<tr>
<td>Rock Landscaping</td>
<td>600</td>
<td>sq.ft.</td>
<td>$ 0.12</td>
<td>$ 72.00</td>
</tr>
<tr>
<td>Shrubs/hedges (Medium)</td>
<td>5</td>
<td>ea.</td>
<td>$ 14.00</td>
<td>$ 70.00</td>
</tr>
<tr>
<td>Flagstone Paver Slab</td>
<td>200</td>
<td>sq.ft.</td>
<td>$ 0.99</td>
<td>$ 198.00</td>
</tr>
<tr>
<td>Septic Tank - Fiberglass dbl compartment</td>
<td>1</td>
<td>ea.</td>
<td>$ 864.00</td>
<td>$ 864.00</td>
</tr>
<tr>
<td>Septic Tank - Chain Leaching Fields</td>
<td>65</td>
<td>lin.ft.</td>
<td>$ 3.75</td>
<td>$ 248.75</td>
</tr>
<tr>
<td>Walk - Concrete</td>
<td>160</td>
<td>sq.ft.</td>
<td>$ 0.73</td>
<td>$ 116.80</td>
</tr>
<tr>
<td>Water Well w/ Casings - 1000’ deep</td>
<td>1</td>
<td>ea.</td>
<td>$ 3,268.00</td>
<td>$ 3,268.00</td>
</tr>
<tr>
<td>Water Well w/ Casings - Casing/Sealing</td>
<td>1</td>
<td>ea.</td>
<td>$ 961.00</td>
<td>$ 961.00</td>
</tr>
<tr>
<td>Water Well w/ Casings - Pumping System/Pressure Tank</td>
<td>1</td>
<td>ea.</td>
<td>$ 1,898.00</td>
<td>$ 1,898.00</td>
</tr>
</tbody>
</table>

**Total** $ 22,932.10

**Source of data (N.A.D.A. A.I.H. Cost Guide)**

**Effective date of cost data**

**OPINION OF SITE VALUE**

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Sq. ft.</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>1680 Sq. ft.</td>
<td>$ 5942.84</td>
<td></td>
</tr>
<tr>
<td>Two</td>
<td>Sq. ft.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Three</td>
<td>Sq. ft.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Four</td>
<td>Sq. ft.</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Cost Approach**

**Physical Depreciation or Condition Modifier**

**Functional Obsolescence (not used for N.A.D.A.)**

**Exterior Depreciation or State Legislation Modifier**

**Delivery, Installation, and Setup (not used for N.A.D.A.)**

**Market Value of Subject Site (as supported above)**

**Indicated Value by Cost Approach**

Total $ 59,537.31
QUALITY EXPLANATION

The quality rating will be based on the Yellow Page used for the Base Structure Value. Green Section (Part 3), Page 50 will help to convert the page number to a quality category.

<table>
<thead>
<tr>
<th>Quality rating from cost service</th>
<th>Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior Dimensions of the Subject Unit</td>
<td></td>
</tr>
<tr>
<td>28 x 40</td>
<td>-</td>
</tr>
<tr>
<td>X =</td>
<td>Sq. ft.</td>
</tr>
<tr>
<td>X =</td>
<td>Sq. ft.</td>
</tr>
<tr>
<td>Total Gross Living Area: 1680 Sq. ft.</td>
<td></td>
</tr>
</tbody>
</table>

Other Data Identification


MH State: AZ
Region: MO
Size: 28 ft. x 40 ft.
Gray pg.: 142
White pg.: 574
Black SYS pg.: n/a
15 years and older Conversion Chart pg.: n/a
Yellow pg.: 294
Comments

Date Plate located underneath kitchen sink.

Estimated Remaining Economic Life (HUD and VA only): 43-50 Years
ASSEMBLAGE
As Applied to Manufactured Housing

- Assemblage
  The act of acquiring two or more abutting properties for ownership and/or specific use.

- Assemblage Cost
  Extra money paid to acquire abutting properties in order to combine them into one large parcel.

- Assemblage Value
  The additional value that is developed by combining several abutting properties into one larger property.

In order to arrive at a market value opinion for a property under analysis, sales data used for the analysis must also meet the definition of market value. This means a sale comparable is a property (a single property) that has been exposed to competitive and open market conditions requisite to a fair sale:

1. Buyer and seller are typically motivated
2. Both parties are well informed
3. A reasonable time is allowed for exposure in the open market
4. Payment is in terms of U.S. dollars
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

USPAP SR 1-4(e) states: “An appraiser must analyze the effect on value, if any, of the assemblage of the various estates or component parts of a property and refrain from valuing the whole solely by adding together the individual values of the various estates of component parts.”

Market Value Definition as applied to comparable sales for the analysis and appraisal of new manufactured homes:

If a person were to buy a site, put a new manufactured home on a permanent foundation on the site, connect all the utilities, provide adequate access (driveway, walks, etc.), expose it to the open market, and negotiate a sale of the property; this sale could be used as a sales comparable for a new or existing manufactured home.

If, however, a site was purchased from one party, and a manufactured home from another, and site development, permanent foundation, etc. from another, this could not be used. Costs gathered were from different units of production, and may or may not represent the value of the whole and must not be used as a comparable sale. This is an example of an assemblage, not the sale of a single property offered as one unit on the open market.
FOUNDATIONS
HUD/FHA, Fannie Mae/ Freddie Mac Required

Attached, please find selected samples, copy pages from the HUD Handbook 4930.3 (aka the “Green Book”) for manufactured housing approved foundation systems.

Installations meeting this criteria permits a HUD-coded manufactured home to qualify for a 30-year real estate-type mortgage using one of the following HUD approved systems that are based on the site, climate conditions, soils, topography, etc.

The attached samples shows some of the documentation required for a HUD approved foundation installation that are submitted to a local building and safety department agency for approval.

This should leave a paper trail for the appraiser to be able to ascertain that, in fact, the subject property’s foundation meets the necessary HUD criteria.

NOTE
We are told, a stand-alone letter submitted by a professional engineer (PE) or certified home inspector will not meet the criteria. Supporting documentation from this HUD 4930.3 Handbook may also be required.

We also caution that this foundation documentation (paper-trail) is required for new factory ordered homes (proposed construction), new existing homes (never lived in), and especially existing (previously lived in) homes.

*Sample copies of Check Sheet and Foundation System Diagrams used with permission of: IBTS, Inc., 505 Huntmar Park Drive, Suite 250, Herndon, VA 20170.*
APPENDIX E
OWNER'S SITE ACCEPTABILITY WORKSHEET

Owner's Name:

Address:

Telephone:

Site Location:

Legal Description:

Have you provided a copy of a map pinpointing the site? yes no
Have you submitted a foundation plan? yes no
(See #10 of Manufacturer's Worksheet)

Preliminary Site Information
Before approval of the site can begin, the applicant must provide preliminary site information to the field office. Refer to Chapter 2, "Site Acceptability Criteria" for clarification.

1. Provide survey results showing existing grade elevation. (201-1) _________ ft.

2. Is the building in a flood-prone area? (201-2) yes no
   If the answer to 2 is Yes, answer 3, 4, & 5.
   If answer to 2 is No, answer 6, below.

3. What is the Base Flood Elevation? _________ ft.
   What is the Flood Protection Elevation? _________ ft.

4. Has approval for drainage, grading, and berming been obtained for flood-prone sites? yes no
APPENDIX F - DESIGN WORKSHEET

<table>
<thead>
<tr>
<th>Owner's Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Builder's Name</td>
</tr>
<tr>
<td>Site Location</td>
</tr>
</tbody>
</table>

**PART 1: SITE CONDITIONS**
(Accompanies Chapter 2)

1. Has the manufacturer's worksheet been provided? yes no

**Existing Grade Elevation (201-1)**

2. Does the site require a survey? yes no
   (Answer yes if: 1) elev. to be altered by grade or fill; 2) site near flood zone; 3) subdivision.
   Answer no if individually-sited with no alteration of building site.)

3. If yes to above, what is the surveyed existing elevation? ft.

**Flood Protection Elevation (201-2)**

4. Is the building site in a flood zone? yes no
   (If yes to 4, then answer 5, 6, & 7.
   If no, skip to 9.)

5. What is the Base Flood Elevation or the Flood Protection Elevation (use highest value)? ft.

6. Is the site to be graded, filled, or bermed? yes no
   (If no, skip to 9.)

F. 1
General Eligibility Criteria

- Homes built after June 15, 1976
- Built in conformance with MHCSS
- Installed to requirements of the Permanent Foundations Guide for Manufactured Housing
- Certification (HUD) label
- Classified and taxed as real estate
- 30-year mortgage
- Not previously installed or occupied at any other site

Permanent Foundation

(Permanent Foundations Guide Definition)

- Constructed of durable materials
  - concrete
  - mortared masonry
  - treated wood
- Site-built
- Attachment points to anchor and stabilize
- Developed or designed for vertical and lateral stability
Permanent Foundation Design Review Checklist
(Use this checklist as a guide only)

General Requirements

☐ Minimum floor area of 400 square feet
☐ Durable footing material (such as concrete, masonry, wood)
☐ Frost penetration depth according to ASCE 7-93 or designed by a PE
☐ Identification of design methods, (Method I, engineered design or Method II, use of PFN design concepts)
☐ Continuous perimeter foundation wall
☐ Minimum crawl space depth of 18 inches
☐ Concrete footings require reinforcement
☐ Minimum concrete footing thickness of 8 inches
☐ Foundation design is for a specific home not a generic design
☐ Existence of HUD certification label

Method I (Engineered Design)

☐ Check for two completed worksheets: 1) Owner’s site acceptability; 2) Manufacturer’s
☐ More than two sections and single story home
☐ Designed for lateral and vertical stability
☐ Design criteria and calculation provided by a PE
☐ Check applied loads against code requirements
☐ Check calculation for piles and wall footing sizes
☐ Check footing and connections for uplift and overturning loads

Method II (Use of PFN Design Concept)

☐ Check for three completed worksheets: 1) Owner’s site acceptability; 2) Manufacturer; 3) Design
☐ Roof slope between 1/2:12 to 4:12
☐ Home weight between 20 psf to 25 (-5%) psf
☐ Homes are not sited within 1500 feet of coastline
☐ Design worksheet sealed by a PE

Worksheet

Review owner’s site acceptability’s worksheet (Methods I & II)
☐ Flood plain information
☐ Allowable soil bearing pressure
☐ Water table
☐ Site drainage

Review manufacturer’s worksheet (Methods I & II)
☐ Completeness of home dimensions, weight, and roof pitch
☐ Capacity of connectors for uplift and sliding forces

Review design worksheet (Method II only)
☐ Foot depth
☐ Termitic infestation
☐ Home weight limitation
☐ Snow load
☐ Wind load
☐ Seismic load
☐ Footing sizes
☐ Anchorage design
Method II
Foundation System E1

Note:
Not recommended in seismic area; A= 0.3 to 0.4 without reinforced pier.

Method II
Foundation System E3

reinforced concrete wall

reinforced concrete column

reinforced concrete footing

reinforced concrete pier

reinforced concrete wall
Method II
Foundation System E8

Method II
Typical Foundation System I
STATE APPROVED INSTALLATION LABELS

Some states control all aspects of the manufactured housing industry. They are PIA for HUD, and have laws and regulations covering the following:

1. Retailer Licensing
2. Installer Licensing
3. Transport Licensing
4. Tax Collection
5. Escrow Closing
6. Titling
7. Installation
8. Accessories

BE SURE YOU KNOW WHAT THE LAWS ARE IN YOUR STATE

EXAMPLES OF APPROVED INSTALLATION LABELS

ARIZONA

MINNESOTA

UNIT (SET-UP) INSTALLATION

TIE-DOWN INSTALLATION

MAX. PIER SPACING AS SELECTED FROM TABLES IN THE MANUFACTURER’S INSTRUCTION MANUAL