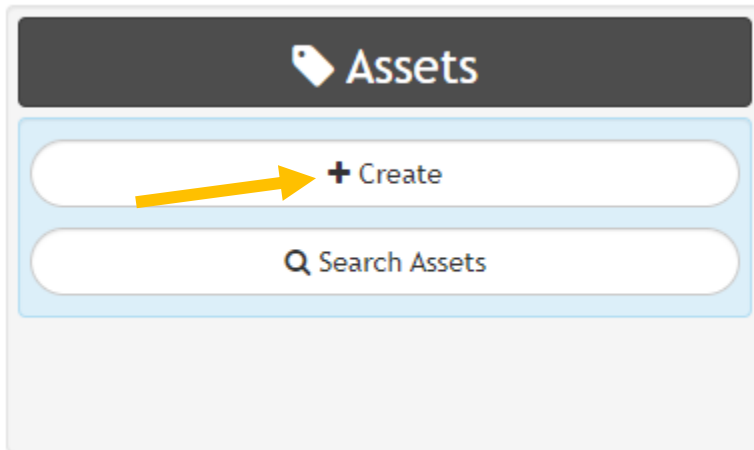


IMS: Submitting an Installation Seal Compliance Certificate

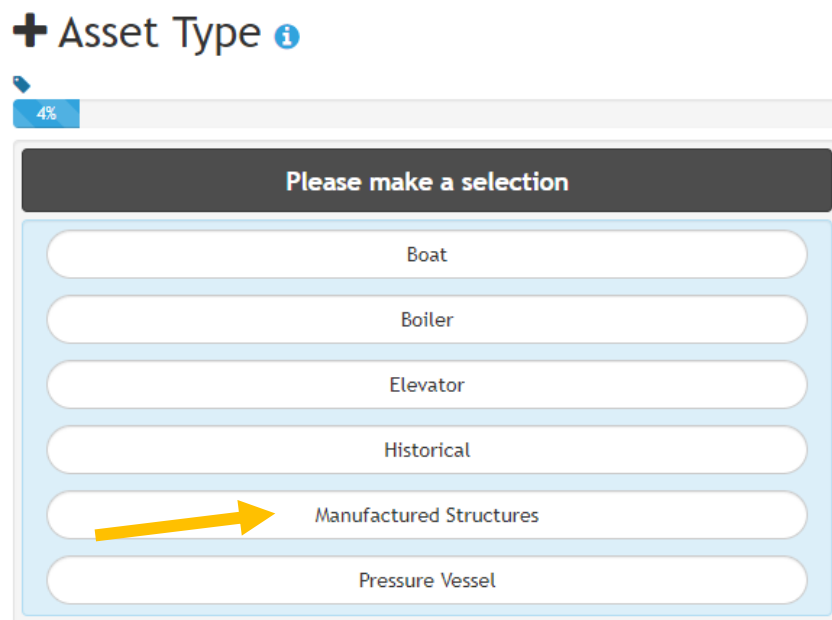
<https://www.dli.mn.gov/ims>

To submit compliance certificates for Installation Seals, follow the steps below. If you need to review your Seal numbers, they can be found on your dashboard. If needed see the procedures for “How to Use my Dashboard”.

1. Click “Create”



2. Click “Manufactured Structures”



3. Click "Installation Certificate"

+ Seals

Manufactured Structures

6%

Please select one

Installation Certificate

Installation Seal Order

Duplicate HUD Construction Seals

4. Click the Installation Type. NOTE: Re-installation only applies when a previously installed home is having all, or parts, of the installation redone or updated. Re-installation does NOT apply to moving an existing home from one location to another.

+ Installation Type

Manufactured Structures | Installation Certificate

8%

Please select one

New Installation

Re-Installation

5. Enter the Installation Seal number and click "Next"

📍 Installation Seal Number

Manufactured Structures | Installation Certificate | New Installation

10%

Please Enter Installation Seal Number

Seal Number * 006306

Discard Next

6. Enter all requested information and click "Next"

7. On the Contacts screen:
 - a. Application: your information will be prefilled in the Applicant tile with your license information and the phone number and email address you created your iMS account with. Both of those fields are editable if you would like to change those fields.
 - b. Homeowner: Enter the homeowner information in as instructed.
 - c. Click "Next" when completed

8. Review information for accuracy and click "Submit"

9. If you want to submit another compliance certificate for a re-installation, click "Another" and completed the steps above.

👍 Installation Compliance Certificate