

# APPLICATION FOR FACTORY BUILT BUILDING INSIGNIAS

*An insignia obtained pursuant to the provisions as provided by ARM 24.301.588 shall be utilized within 12 months of the date of issuance. An insignia, which is not utilized within said period, shall be deemed void and shall be promptly returned to the Bureau. No refund or credit for an insignia fee shall be issued for a void insignia lost by the manufacturer or inspector. An insignia may be issued only to a factory built building that has been approved by the bureau. Complete and submit this form with the appropriate fee to: Building Codes Bureau. (Rev. 4/23)*

**\*\*\*ALL INCOMPLETE APPLICATIONS WILL BE RETURNED UNPROCESSED\*\*\***

**Manufacturer:**

Mailing Address:

Email Address:

City State Zip  
Phone:

**3<sup>rd</sup> Party Inspector (\*\*required\*\*):**

Mailing Address:

Email Address:

City State Zip  
Phone:

**Company/ owner requesting Factory Built Building:**

Mailing Address:

Email Address:

City State Zip  
Phone:

Model Name

Number of Insignias Requested

Serial Number(s)

Factory Built Number

Model Number

Location Where Unit is to be Shipped

**INSIGNIAS WILL ONLY BE ISSUED IF THE MANUFACTURER IS ABLE TO PROVIDE THE NAME OF MODEL, MODEL NUMBER, SERIAL NUMBER, AND DESTINATION IN MONTANA WHERE THE UNIT IS BEING SHIPPED, NO EXCEPTIONS.**

**Schedule of Fees**

(required for permitting)

**Insignia**

Fee

Number

Amount Due

\$40.00 X

=

**Total Fee**

Make checks payable to: **Building Codes Bureau**

**Mail To:** Department of Labor and Industry | BCB | PO Box 200517 | Helena, MT 59620-0517

**Phone:** (406) 841-2056 **Email:** buildingcodes@mt.gov