

Texas Department of Housing and Community Affairs

MANUFACTURED HOUSING DIVISION

P. O. BOX 12489 Austin, Texas 78711-2489  
(877) 313-3023, (512) 475-2200 FAX (512) 475-3506  
Internet Address: [www.tdca.state.tx.us/mh/index.htm](http://www.tdca.state.tx.us/mh/index.htm)

**MANUFACTURED HOUSING LICENSING EDUCATION CLASSES  
ENROLLMENT FORM**

**STEP 1** – Check the applicable box or boxes below to indicate your class selection:

- Online Retailer Education Class (\$50)**
- Online Installer Education Class (\$50)**
- Online Core Education Class (\$150)**

License Type	Education Requirements	Cost
Manufacturer	Core Education Class	\$150
Salesperson	Core Education Class	\$150
Broker	Core Education Class	\$150
Retailer	Core Education Class, Retailer Class	\$200
Retailer/Broker	Core Education Class, Retailer Class	\$200
Installer	Core Education Class, Installer Class	\$200
Retailer/Installer	Core Education Class, Retailer Class, Installer Class	\$250
Retailer/Broker/Installer	Core Education Class, Retailer Class, Installer Class	\$250

**STEP 2** – Provide the following information (please print):

Attendee's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone (Daytime): (\_\_\_\_) \_\_\_\_\_

***(Salespersons Only)***

Sponsoring Retailer/Broker: \_\_\_\_\_

Salesperson's 90 Day License #: \_\_\_\_\_ Sponsoring Retailer/Broker License #: \_\_\_\_\_

**STEP 3** – *Mail payment in the form of a check, money order, or cashier's check to:*

**TDHCA – Manufactured Housing Division  
ATTN: Licensing  
P. O. Box 12489  
Austin, Texas 78711-2489**

These classes are a prerequisite for anyone applying for a Manufacturer, Retailer, Broker, or Installer's License. You **WILL NOT** receive your license when you complete the class. Your license will be issued within seven (7) days after you have completed all licensing requirements and the Department has received the appropriate application for a new license, based on the class(es) you have successfully completed. A Salesperson's License may be applied for prior to completing the required educational class. This license will only be active for 90 days. The Salesperson's license will be updated to a two-year license upon successful completion of the Core education class. **For questions call 877-313-3023 or email [licensing@tdhca.state.tx.us](mailto:licensing@tdhca.state.tx.us) and we will respond within 24 hours.**