

**RECREATIONAL VEHICLE PLACEMENT APPLICATION**

**ADDRESS INFORMATION**

Location Address: \_\_\_\_\_

**APPLICANT INFORMATION**

RV Title Holder Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

**RECREATIONAL VEHICLE INFORMATION**

Manufacturer Name: \_\_\_\_\_ Length: \_\_\_\_\_

Serial Number: \_\_\_\_\_ License Plate: \_\_\_\_\_ State: \_\_\_\_\_

Date of Manufacture: \_\_\_\_\_

**RV PARK INFORMATION**

Name of Mobile Home Park: \_\_\_\_\_ Owner Name: \_\_\_\_\_

Address of MH Park: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

<b>SUBMITTAL ITEMS AND IMPORTANT INFORMATION</b>	<b>PLEASE CHECK</b>
Completed Application, incomplete applications will be rejected.	
Must submit application fee of \$25.00 with this application. Non-refundable.	
Copy of valid Driver's License	
Must attach a copy of the Title.	
Current license plate registration.	
Must provide insurance for the recreational vehicle.	
Tires must always be inflated for quick connects	
All approvals on this application will expire after 180 days.	

**FEES**

All fees due to the City of Richmond shall be paid in full before issuance of the permit. All returned checks will be assessed a returned check fee as applicable and a stop work order will be issued and remain in effect until such time a valid complete payment is received. "Credit card payments are assessed a 3% convenience fee. No refunds or credits, all transactions are final."

**DISCLAIMER & SIGNATURE**

I certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The approval of this application does not presume to give authority to violate or cancel the provisions of any other state or local law regulating such work or the operation thereof. Falsification or errors in this application may result in immediate revocation of the approval/issuance and be subject to prosecution as allowed by law.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**CITY OF RICHMOND USE ONLY**

Building Official: \_\_\_\_\_

Date: \_\_\_\_\_

Comments