

(Must be completed within 5 days of discovery of loss)

Manufacturer's Name & Address	Factory Name & Address	
Manufacturer's Representative	Phone	Date (mm/dd/yyyy)

Lost Certification Labels

(to be completed by manufacturer or losing party)

Quantity: _____ Date certification label(s) affixed to unit: _____

Lost before the certification labels were affixed to unit? Yes _____ No _____

If "Yes", identify the range of certification label numbers below:

Lost certification label numbers _____ - _____ through and including _____ - _____

If "No", complete the required information in the table below:

[illegible]

Was a Police or private investigator contacted or used?

☐ If Yes, By Whom?

Date

mm/dd/yyyy

Results (include police or investigator reports):

☐ If No, Why?

Explanation of Loss

(to be completed by manufacturer or losing party)

Losing party's detailed written explanation of the events that led to the lost certification label(s), and efforts made towards label recovery.

IPIA Recommendation

(to be completed by IPIA)

IPIA's detailed statement setting forth the circumstances of the loss and that repaired/rebuilt unit(s) have been inspected and found to meet HUD code. Submit the complete package to HUD or HUD's Monitoring Agent. Note: Free replacement labels are not provided in the case of negligence on the manufacturer's part or when manufacturer receives insurance payment.

IPIA Authorized Label Administrator

Printed Name and signature

When manufacturers sell units for scrap or salvage

(to be completed by manufacturer)

If a manufacturer sells a scrap or salvage unit, the manufacturer must remove the label. The manufacturer must keep a permanent record of the label, and return the label to HUD or HUD's Monitoring Agent (with a damaged label report HUD Form 203B). All labels must be removed from all homes sold for scrap or salvage and the home can no longer be considered a HUD code home. **Labels will not be replaced.**

Name & Address of scrap or salvage company	Name & Address of Manufacturer
Phone Number of scrap or salvage company	Label Numbers from scrap or salvage units