

## Serial and CSA Numbers

### Are Serial Numbers and CSA Label Numbers important?

Yes, very important:

- If the lending institution is to secure a chattel mortgage against the home; they must have a way to identify the home, and this means unique identifiable serial number and a CSA Label number.
- CMHC requires factory-built homes to have the specification name plate or unique identification on the actual structure of the home to provide mortgage insurance.

### Where can Serial Numbers and CSA Label Numbers be found?

- Every factory-built home has a *Specification Name Plate* document clearly labeled “**Do Not Remove**” that provides detailed information about the home including the Serial Number and the CSA Label Number. You will find other valuable information included on the Specification Name Plate document. The Specification Name Plate document can be found in various places inside the home including; inside cabinets or on the electrical panel door.

### What if the Specification Name Plate document has been removed from the home?

- Some homes have the Serial Number (part of the serial number) located on the steel frame (if the home was constructed with a steel frame), either by way of a small riveted plate attached to the frame or in some cases it is stamped or marked on to the steel frame. Some manufacturers attach a small metal plate to the fascia or the siding near the soffit by the front door or at the back of the home. The age of the home generally dictates where on the frame or siding the serial number or CSA Label number can be found.

### Other options to locate a Serial Number and CSA Label number

- If the serial number cannot be found on the home, the financial institution or client should have the numbers included on their Purchase Agreement or financial documents. Insurance companies usually require an identification number to insure this home. Another possibility; if the home was previously sold by a real estate agent, details might be included within the history of the MLS system. Alternatively, you could contact the sales centre that sold the home.
- As a last resort in Alberta, you may be able to work with a local inspection group to get an AMA Label for your home. This means your home has been built to the National Building Code as adopted by the Province of Alberta; however, for your home to receive a AMA label, the home must be brought up to the current Code. This does not provide the home with a CSA label Number or a Serial Number; that can only be done during the construction process.