Professional Housemoving

What is a house?

A house is any dwelling, building or other structure in excess of 15 feet in width. Mobile homes, manufactured homes, modular homes, or portions thereof, are not within this definition when being transported from the manufacturer or from a licensed retail dealer location to the first set-up site.

Who is required to obtain a house mover license?

All persons who engage in the profession of house moving on roads and highways on the State Highway System shall be licensed by the Department of Transportation.

Who qualifies for a house mover license?

Applicants that are at least 21 years of age, present acceptable evidence of good character, have a minimum of five years of creditable experience gained by the applicant during extensive and responsible training while engaged actively and directly on a full time basis in the moving of houses on public highways and meet all insurance requirements as set forth in GS20-359.1.

To comply with the requirement of proof of creditable house moving experience, each applicant not previously licensed shall submit to the Department an affidavit from a certified public accountant that the applicant has documented employment records for a period of five continuous years from a person or persons licensed by this State or another state in house moving. Each applicant not previously licensed shall also submit to the Department affidavits from a person or persons licensed in this State or another state in house moving, who have employed the applicant in house moving, providing in detail the applicant's full-time experience, including any supervisory duties and experience, in house moving.

How is a house mover license obtained?

The applicant must complete an application form (PF-9) furnished by the Department. A license may be issued by the Central Permit Office after receiving the completed application, the required one hundred dollars ($100.00) application fee, copies of current registration cards for all vehicles that will be towing the houses, certificates of insurance verifying the applicant meets the insurance

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requirements of GS20-359.1 and any other documentation requested by the Department to ensure the mover qualifies for a license. A house mover license number is assigned to each qualifying applicant at the time the license is issued.

What is the validation period for a house mover license?

A house mover license is valid from August 1 – July 31 or from the issuance date of the license through July 31. The license must be renewed annually.

How does the division/district office verify a house mover is licensed?

The Central Permit Office provides a current list of all licensed house movers to the division/district offices. The validity of a house mover's license should be verified prior to the approval and issuance of a permit. You may call the Central Permit Office at 919-814-3700 if you have any questions concerning a license. The Central Permit Office will send notification by email to the division/district offices if a license is suspended or revoked for any reason.

Who is exempt from the requirement of a house mover license?

A license shall not be required for an individual owner of a towing vehicle moving their own house from or to property owned individually by those persons; however, a permit is required for the move. Prior to the issuance of the permit, the mover must provide proof of ownership of the tow truck, the structure being moved and the land that the structure is being moved to or from for approval by the division/district office having jurisdiction.

Can a person from out-of-state obtain a North Carolina house mover license?

An out-of-state person, partnership, or corporation engaging in the structural moving business may apply to the Department for a license to engage in the house moving profession in North Carolina, and obtain permits for moves by complying with the provisions and the regulations of the Department in the same manner as is required of North Carolina residents and by showing that the state in which the house mover operates his business extends similar privileges to house movers licensed in North Carolina.

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Can a house mover license be revoked?

If the Department determines that a house mover has engaged in unsafe practices, all licenses, permits, and authorizations issued to the person for house moving shall be revoked for a period of six months. Any person whose license, permit, or authorization for house moving is revoked may request a hearing to be held before the Secretary or a person designated by the Secretary. The licensee shall be notified in writing no less than 10 days prior to the hearing of the time and place of the hearing. At the hearing, the parties shall be given an opportunity to present evidence on issues of fact, examine and cross-examine witnesses and present arguments on issues of law. The decision of the Secretary or of the person designated by the Secretary shall be final. Any person aggrieved by the final decision may seek judicial review of the decision in accordance with the provisions of Article 4 of Chapter 150B of the General Statutes.

How is application made for a house move permit?

Application for a permit to move a house must be made to the division or district engineer having jurisdiction in the county that the house is originating from at least two days prior to the anticipated date of the movement. Form PF-4, Application for House Mover Permit, must be completed and submitted with a non-refundable application fee of twenty dollars ($20.00). All information on the application must be completed in its entirety prior to consideration of approval. Line clearance letters from all utility companies with lines crossing the highway along the requested route of travel are required to be submitted with the application when the height of the structure exceeds 18'.

Who approves the application for the permit to be issued?

Division or district engineers are authorized to approve the issuance of permits for individual moves of a structure or building whose width does not exceed 36 feet. The division or district engineers shall review the travel plan on the application and if the route cannot accommodate the move due to roadway weight limits, bridge size or weight limits, or will cause undue interruption of traffic flow, the permit shall not be issued. The travel plan will show the proposed route, the time estimated for each segment of the move, a plan to handle traffic so that no one delay to other highway users shall exceed 20 minutes. The applicant may submit alternate plans if desired until an acceptable route is determined.

For widths exceeding 36 feet, the division/district office is to fax a copy of the application and the recommendations of the division/district engineer for the move to the Central Permit Office at 919-662-4320. After review of the information, an approval or denial of the application will be provided to the

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division/district office. The Central Permit Office may require additional information or restrictions prior to making a final decision.

A surety bond in an amount to cover the cost of any damage to the pavement, structures, bridges, roadway or other damages that may occur can be required if deemed necessary by the Department.

What is the cost of the house move permit?

A non-refundable application fee of twenty dollars ($20) is required for the review and processing by the division/district office. If the application is approved, the permit is issued at no fee.

What is the validation period for a house move permit?

A house move permit is valid for 30 days. If the permit expires prior to the mover using the permit, the mover must reapply for another permit by submitting a completed application and the required $20 application fee. The validation dates of a permit cannot be revised or extended after the permit has been issued.

Who can make application for a house move permit at the division/district office?

A house move application can only be submitted by the individual licensed house mover, a partner of the company or an officer in the corporation. These individuals are listed on the Application for Professional House Mover License (PF-9) when submitted to the Central Permit Office annually. A list of individuals authorized to make application for a permit is provided by the Central Permit Office with the licensed house mover list. Please contact the Central Permit Office if you need information on individuals qualified to make application for a permit.

Who can pick up a house move permit at the division/district office?

The individual licensed house mover, a partner of the company or an officer in the corporation, can only pick up a house move permit. If the individual licensed house mover, a partner of the company or an officer in the corporation would like to enable someone else to pick up a permit, they must submit a notarized statement for each situation to the division/district office specifying the individual, which has authorization to pick up the permit for the house move.

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How is the vehicle registration checked for validity?

All permits are issued to a specific towing vehicle. To verify the validity of the registration of the towing vehicle, you can check the vehicle registration through the DMV STARS System. While logged on to the NCDOT System, you can use the transaction VQ36 to verify the vehicle registration. This transaction will provide the registered owner of the vehicle, the expiration date for the registration, the serial number for the vehicle, the registered gross weight for the vehicle and display any stops on the vehicle registration. A permit cannot be issued to a vehicle with a stop or invalid registration.

How can you ensure the mover has valid insurance?

Valid Certificates of Insurance are required to be submitted annually for each mover when making application for or renewing a house mover license with the Central Permit Office. If the mover fails to maintain coverage through out the validation of the house mover license, the insurance company is required to provide notification to the Central Permit Office. At such time, a suspension is placed on the license and notification of cancellation will be forwarded to the division/district offices advising that permits cannot be issued for the mover. If you have any questions concerning the mover's insurance, you may contact the Central Permit Office or the insurance agency listed on the house mover permit application.

You may also check the insurance on the towing vehicle, as stated above, through the DMV STARS System. When checking the vehicle registration, any insurance stops on the vehicle will be displayed with the VQ36 transaction.

What is the authorized travel time for a house move?

The division/district engineer has the authority to determine the day and time of movement for the house move. No move will be made when atmospheric conditions render visibility lower than safe for travel. Moves will not be made when highway is covered with snow or ice, or at any time travel conditions are considered unsafe by the Department or Highway Patrol or other law enforcement officers having jurisdiction.

Can a house move permit be invalidated?

A permit may be voided if any conditions of the permit are violated. Upon any violation, the permit must be surrendered and a new permit obtained before proceeding. Misrepresentation of information on an application to obtain a

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license, fraudulently obtaining a permit, alteration of a permit or unauthorized use of a permit will render the permit void.

What is the liability of the house mover?

The permittee assumes all responsibility for injury to persons or damage to property of any kind and agrees to hold the Department harmless for any claims arising out of their conduct or actions.

Can the mover remove and replace obstructions on the route of travel?

All obstructions, including mailboxes, traffic signals, signs, and utility lines will be removed immediately prior to and replaced immediately after the move at the expense of the mover. Any property, real or personal, to be removed, which is not located in the right-of-way, shall not be removed until the owner is notified and arrangements for and approval from the owner are obtained.

What are the requirements for escort vehicles?

Licensed house movers shall furnish front and rear escort vehicles for all moves. It will be determined by the division/district engineer approving the application if one or both of the escort vehicles are to be a marked police, sheriff or State Highway Patrol vehicle. All fees charged by law enforcement escorts are the responsibility of the mover. A 72-hour notification must be provided to the law enforcement agency for request of an escort after approval of the permit.

Any escorts required that are not law enforcement are required to have an approved escort vehicle operator certification.

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