

MANUFACTURED HOME TRANSFER FORM

Please complete all fields in this form to update ownership. Incomplete information may result in rejection of transfer.

OWNER INFORMATION

Previous owner (*Seller*) _____
Mailing address (if known) _____
Phone number _____ Email _____
New owner (*Purchaser*) _____
Mailing address _____
Phone number _____ Email _____
Was this a family sale? (*i.e. between grandparent, parent, sibling, child, spouse*) YES NO

ASSESSMENT ACCOUNT & LAND INFORMATION

Assessment Account Number (AAN) for manufactured home _____
Location at time of sale (*civic address*) _____
Will the manufactured home remain at this location after the sale? YES NO
If NO, location after sale (*civic address*) _____
Is this location in a Manufactured Home Park? YES NO
If YES, name of Manufactured Home Park _____ Lot # _____
If NO, name of land owner _____
If NO, Assessment Account Number (AAN) for land _____

Please note: For new accounts on land outside of a Manufactured Home Park, the land owner (not the manufactured home owner) will be the "assessed owner" of the manufactured home for the purposes of assessment and taxation.

Signature of land owner _____ Date _____

MANUFACTURED HOME INFORMATION

Date sold _____ Sale price _____
Year _____ Make _____ Model _____ Serial # _____
Size _____ ft (W) _____ ft (L) Number of bathrooms _____
Covered porch YES NO If YES: _____ ft (W) _____ ft (L)
Sunroom/Porch YES NO If YES: _____ ft (W) _____ ft (L)
Shed YES NO If YES: _____ ft (W) _____ ft (L)
Deck YES NO If YES: _____ ft (W) _____ ft (L)
Heat Pump YES NO

AUTHORIZATION

This form is being submitted by (*name and contact information*) _____
on behalf of _____ PURCHASER SELLER
Signature _____ Date _____

If available, please attach a copy of the Bill of Sale.