



Ownership Change Request for a Pre-1977 Mobile Home

This request will transfer the ownership of a pre-1977 mobile home. Please return the completed form to your local Department of Revenue office. After the name change has been processed, the new owner will receive a property assessment notice and eventually the property tax bill. If you have questions, you can find contact information for your local Department of Revenue office by visiting *revenue.mt.gov* or by calling toll free (866) 859-2254 (in Helena, 444-6900).

To properly process this document all applicable fields must be filled in and your signature is required on page 2. Please attach any additional documentation such as a copy of the signed off title, bill of sale or contract for purchase. Mobile home taxes must be paid before an ownership change request will be processed.

Part I. Mobile Home Description

Assessment Code _____ Geocode _____
(codes can be found on your property assessment notice or tax bill)

Year _____ Make _____

Model _____ Size _____

Serial Number _____ Title Number _____

Physical Address of Mobile Home _____

Mobile Home Park Name (if applicable) _____

Name of Land Owner _____

Are any outbuildings included? (i.e., sheds, garages, etc.) Yes No If yes, please describe.

Date Acquired _____

Are the mobile home taxes paid? Yes No *(Please note: If the taxes are not paid, your ownership transfer cannot be completed.)*

Did the mobile home move? Yes No

Will the mobile home move in the near future? Yes No

Part II. Mobile Home Ownership

New Owner Name(s) _____

Previous Owner Name(s) _____

SSN or FEIN _____

SSN or FEIN _____

New Owner Mailing Address _____

Previous Owner Mailing Address _____

Home/Contact Phone _____

Home/Contact Phone _____

Part III. Mobile Home Sale Information

Please provide the following sale information requested for an ownership change to be processed. The Department of Revenue uses sale information in determining accurate market values, for the valuation of property. This information is considered confidential and the department will not share the information.

Mobile Home Sale Price _____

Was the mobile home advertised as being for sale?
(realtor, newspaper, Craigslist, flyer, for sale sign, etc.)

Yes No

Was the sale between relatives or business partners?

Yes No

Was a trade involved in this sale?

Yes No

Was the seller forced to sell the mobile home?

Yes No

Was the buyer forced to buy the mobile home?

Yes No

Part IV. Affirmation and Signature

I declare under penalty of perjury, that this request (including any accompanying documentation) is to the best of my knowledge, true and correct.

Signature _____

Date _____

Print Name _____

Name of Person Filing this Form (if different from Page 1) _____

Part V. Notary Seal

A notarized signature is required unless a notarized bill of sale or a signed off title is attached to this form.

STATE OF MONTANA

County of _____

This instrument was acknowledged before me on _____

By _____

Print name of signer(s)

Notary Signature

(Montana notaries must complete the following, if not part of stamp.)

Print Name _____

NOTARY PUBLIC for State of _____

Residing At _____

My Commission Expires _____

Part VI. For Department of Revenue Office Use Only

Was the transfer completed?

Yes No

If the transfer was not completed, please explain why _____

Reviewed By _____

Date _____

Title _____