

APPLICATION FOR MANUFACTURED HOME MOVING PERMIT

**MOBILE HOME INFORMATION**

MAKE: \_\_\_\_\_ YEAR \_\_\_\_\_ SIZE \_\_\_\_\_ X \_\_\_\_\_ VIN # \_\_\_\_\_

**TAX LIABILITY INFORMATION**

Owner on January 1 of Current Year: \_\_\_\_\_

Above Owner's Current Mailing Address: \_\_\_\_\_

Manufactured Home's Physical Location

On January 1 of Current Year: \_\_\_\_\_

Park Name: \_\_\_\_\_ Lot # \_\_\_\_\_

Real Property Owner: \_\_\_\_\_

Is this a 20 year Land Contract Purchase? \_\_\_\_\_ Contract Holder \_\_\_\_\_ Ph # \_\_\_\_\_

**NEW OWNER INFORMATION**

New Owner: \_\_\_\_\_ Pur. Date: \_\_\_\_\_ Pur. Price \_\_\_\_\_

New Owner's Mailing Address: \_\_\_\_\_ Phone# \_\_\_\_\_

S-S-N(s) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone #'s \_\_\_\_\_

Employer: \_\_\_\_\_

**RELOCATION INFORMATION**

Physical Location to which Manufactured

Home is being Moved: \_\_\_\_\_

County \_\_\_\_\_ Park Name: \_\_\_\_\_ Lot # \_\_\_\_\_

Real Property Owner: \_\_\_\_\_

**MOVER INFORMATION**

Name of Transporter: \_\_\_\_\_ Phone # \_\_\_\_\_

Complete Mailing Address: \_\_\_\_\_

Signature (Person requesting permit) \_\_\_\_\_ Date: \_\_\_\_\_

County Assessor's Office \_\_\_\_\_

Tax Collector's Office \_\_\_\_\_

**FOR TAX OFFICE USE ONLY – DO NOT WRITE BELOW**

Acct # \_\_\_\_\_ Abstract # \_\_\_\_\_ Park # \_\_\_\_\_ TWP \_\_\_\_\_ Fire \_\_\_\_\_ City \_\_\_\_\_

## INSTRUCTIONS FOR TAXPAYER

### Step 1 – County Assessor’s Office, Governmental Center, 1<sup>st</sup> Floor

The Assessor’s Office will assist the taxpayer in completing information below in order to list a Manufactured home. If this is an older manufactured home, the Assessor’s Office will verify That it was listed previously. If not listed previously, the Assessor’s Office will prepare Information on the manufactured home for the Tax Collector’s Office.

### Step 2 – Tax Collector’s Office, Governmental Center, 1<sup>st</sup> Floor

The Tax Collector’s Office will verify that all taxes are paid. Any unpaid balances must be paid Before a moving permit is issued.

### Step 3 – Determination as to real/personal property status.

### Step 4 – Building Inspections Office, Governmental Center, 2<sup>nd</sup> Floor

Taxpayer requests building permit for manufactured home.

North Carolina General Statute 105-273 defines Manufactured Housing as “Real Property” as follows:

Real property means not only the land itself, but also buildings, structures, improvements, and permanent fixtures on the land. These terms also mean a manufactured home as defined in G.S. 143-143.9(6) if it is a residential structure; has moving hitch, wheels, and axles removed, and is placed upon a permanent foundation on land owned by the owner of the manufactured home.

The manufactured home will be considered real property if all the following criteria are met:

1. Residential structure Yes \_\_\_\_\_ No \_\_\_\_\_
2. Same owner of land and home Yes \_\_\_\_\_ No \_\_\_\_\_
3. Permanent foundation Yes \_\_\_\_\_ No \_\_\_\_\_
4. Has hitch, wheels and axles been removed Yes \_\_\_\_\_ No \_\_\_\_\_