

**ELECTION TO HAVE A MANUFACTURED OR MOBILE HOME
TAXED LIKE REAL PROPERTY**

FILE THIS FORM WITH THE COUNTY AUDITOR OF THE COUNTY WHERE THE HOME IS LOCATED.

The undersigned hereby elects to have the manufactured or mobile home described below taxed like real property under Revised Code section 4503.06(D)(2) starting with the next tax year. I understand that this election is final and the home will be taxed like real property for all future years. **This form must be filed by December 1 for the election to be effective for the following tax year.**

1. Owner Information:

Real Estate Owner(s) _____
Real Estate Parcel Number _____
Mailing Address _____
Phone Number _____ E-mail _____

2. Manufactured or Mobile Home Information:

Manufactured Home Owner(s) _____
Manufactured Home Parcel Number _____
Address of Home _____
Make _____ Model Name _____ Year Manufactured _____
Serial Number _____ Certificate or Title Number _____
Registration Number _____ Date home was moved to property _____
Structure meets all requirements of a Permanent Foundation as defined in OAC Section 4781-6-03.3(N) Yes ___ No ___
Permanent Foundation Certification provided Yes ___ No ___

3. Application for owner-occupancy reduction:

Will this home be your principal residence by January 1 of next year Yes ___ No ___

I declare under penalties of perjury that this statement has been examined by me and to the best of my knowledge and belief it is a true, correct and complete statement. I also authorize the County Auditor's Office to inspect my property.

Owner Signature _____ Date _____

(FOR OFFICE USE ONLY)

REQUIREMENTS FOR CONVERSION OF A MANUFACTURED/MOBILE HOME TO REAL ESTATE

- | | YES | NO |
|---|-----|-----|
| 1) The home is affixed to a permanent foundation; | ___ | ___ |
| 2) The home is located on land owned by the owner of the home; | ___ | ___ |
| 3) The owner of the home elected to have the home taxed as real property, and Surrendered the certificate of title to the county auditor, and Proof that all manufactured home taxes were paid. | ___ | ___ |
| 4) The certificate of title was inactivated by the clerk of the court of common pleas that issued it. | ___ | ___ |

I have inspected the Manufactured / Mobile Home located at _____, as described above. It satisfies the requirements set forth above to be converted to Real Property.

Date _____ Real Estate Staff _____

This is to notify the Clerk of Courts Title Office that title # _____, and described above, has been surrendered and is to be assessed as Real Property.

Signature _____ Date _____