

REAL PROPERTY REQUEST FORM FOR TAX YEAR _____

I hereby request that the manufactured home listed below be assessed as real property and fully understand the method of valuation will change. **I may not attempt to change the assessment back to personal property once it has been classified as real property.** The Assessor's Office, Appraiser or Staff will not be liable for determining permanent structure status for any finance company. The Mortgage or Finance Companies must make their own decisions to whether the property is eligible for a loan as Real Estate. The permanent structure valuation is for **tax purposes only**, and will be based on the following minimum criteria;

- Manufactured Home must be permanently anchored.**
- The towing hitch or tongue of Manufactured Home must be removed.**
- The axles and wheels must be completely removed.**
- Concrete footings or concrete pads and (CMU) block under home.**
- Any type of skirting is acceptable. Access doors are acceptable for viewing.**
- A PORTION OF THE SKIRTING MUST BE REMOVED BY OWNER FOR VIEWING OF FOUNDATION.**
- Must meet to state code statutes and or building codes as required by law.**

The final determination of the classification (**Real or Personal**) property will be made by our field appraiser upon inspection. Inspections will be made as requests are received.

APPRAISER WILL NOT REMOVE ANY SKIRTING.
MH TAXES MUST BE PAID THRU CURRENT YEAR.
INCOMPLETE FORM, MH ACCOUNTS OWING TAXES AND FOUNDATION
THAT IS NOT VIEWABLE WILL NOT BE PROCESSED.

LAND ACCT # _____ MH ACCT # _____

PHYSICAL ADDRESS _____

MAILING ADDRESS _____

MAKE _____ SIZE _____ YEAR _____ PLATE # _____

VIN _____ PHONE # _____

DATE INSPECTED: _____ BY: _____

I hereby understand the above request and hereby authorize the County Assessor's Office to continue with the request to review and inspect the above Manufactured Home for Real or Personal Property for ad valorem tax purposes only.

Signature of property owner or buyer making request

Date of request

Print name of the above signature

Received by

