

ROUTE FOR STATEMENT OF INTENT

(DETITLING MANUFACTURED HOME) (11/15/2005)

1. MOTOR VEHICLE - 935 1ST AVE W (BLUE BUILDING) UPPER LEVEL 758 5690
CUSTOMER WILL PICK UP STATEMENT OF INTENT (MV72)
2. TREASURERS OFFICE - 935 1ST AVE W (BLUE BUILDING) UPPER LEVEL 758-5680
THEY WILL ISSUE A TAX PAID RECEIPT TO THE CUSTOMER.
THIS **DOES NOT** NEED TO BE RECORDED WITH THE STATEMENT OF INTENT.
3. CLERK & RECORDER - 800 SOUTH MAIN (OLD BUILDING IN CENTER OF MAIN STREET)
(MAIN FLOOR) 758-5698. THEY WILL RECORD THE STATEMENT OF INTENT (FEE TO BE
CHARGED) AND WILL ISSUE ONE (1) CERTIFIED COPY AT A COST OF \$2.00.
4. DEPARTMENT OF REVENUE - 100 FINANCIAL DR NBR 210 (OLD CROP HAIL BUILDING-
GATEWAY WEST MALL) 758-5700
CUSTOMER MUST PROVIDE:
 - A. CERTIFIED COPY OF STATEMENT OF INTENT
 - B. TAX PAID RECEIPTDEPARTMENT OF REVENUE WILL ISSUE A GREEN SLIP TO BE TAKEN TO MOTOR
VEHICLE OFFICE.
5. MOTOR VEHICLE 935 1ST AVE W (BLUE BUILDING) UPPER LEVEL 758 5690
CUSTOMER MUST PROVIDE:
 - A. CERTIFIED COPY OF STATEMENT OF INTENT.
 - B. ORIGINAL TITLE, MANUFACTURERS STATEMENT OF ORIGIN OR THE
CERTIFICATE OF ORIGIN.
 - C. GREEN SLIP FROM DEPARTMENT OF REVENUE.
 - D. TAX PAID RECEIPT.
 - E. \$10.00 (DEPT OF MOTOR VEHICLE CHARGE)
6. MOTOR VEHICLE WILL FORWARD THE PAPERWORK TO DEER LODGE FOR
PROCESSING.
7. DEER LODGE WILL SEND THE CUSTOMER A STATEMENT VERIFYING THE DETITLING
PROCESS, ALONG WITH THE CERTIFIED COPY OF THE STATEMENT OF INTENT
(ORIGINALLY ISSUED BY CLERK/RECORDER) **THIS CERTIFIED COPY MUST, AGAIN,**
BE RECORDED WITH THE CLERK & RECORDER.
8. THEY WILL ISSUE ONE (1) CERTIFIED COPY TO BE FORWARDED TO THE DEPARTMENT
OF REVENUE.