



## 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](http://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) \_\_\_\_\_

New Owner Mailing Address \_\_\_\_\_

Previous Owner Mailing Address \_\_\_\_\_

Home/Contact Phone \_\_\_\_\_

Home/Contact Phone \_\_\_\_\_

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**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?  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

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**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) \_\_\_\_\_

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**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 \_\_\_\_\_

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**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 \_\_\_\_\_