

REGULATIONS FOR CONVERSION OF MANUFACTURED HOMES TO
REAL ESTATE

GALLIA COUNTY, OHIO

1. THE TONGUE, WHEELS AND AXLES MUST BE REMOVED.
2. MUST HAVE A PERMANENT CONCRETE BLOCK OR BRICK FOUNDATION THAT EXTENDS BELOW THE FROST LINE.
3. MUST BE ATTACHED TO THE FOUNDATION.
4. MUST BE ON LAND OWNED BY THE MANUFACTURED HOME OWNER OR THE LAND OWNER MUST JOIN APPLICATION TO HAVE THE MANUFACTURED HOME CONVERTED TO REAL ESTATE.
5. MUST MAKE APPLICATION WITH THE AUDITOR'S OFFICE FOR MANUFACTURED HOME TO BE CONVERTED TO REAL ESTATE.
6. AUDITOR'S OFFICE MUST INSPECT THE MANUFACTURED HOME SET UP TO BE SURE THAT IT QUALIFIES.
7. ONCE SET UP IS APPROVED BY THE AUDITOR'S OFFICE AND THE MANUFACTURED HOME TAXES HAVE BEEN PAID UP TO DATE, THE TITLE MUST BE SURRENDERED AND IF A LIEN EXISTS ON THE MANUFACTURED HOME, A CONSENT LETTER FROM THE LIEN HOLDER MUST BE TURNED IN WITH THE TITLE.

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****IF YOU CURRENTLY HAVE A LIEN ON YOUR MANUFACTURED HOME, YOU MUST CONTACT YOUR LIEN HOLDER PRIOR TO COMPLETING THIS APPLICATION TO ENSURE THAT YOUR LIEN HOLDER IS WILLING TO SURRENDER THE MOBILE HOME TITLE. THEY MUST ALSO COMPLETE A CONSENT TO TRANSFER AND ACCOMPANY THIS WITH THE MANUFACTURED HOME TITLE WHEN ALL NECESSARY WORK HAS BEEN COMPLETED.**

UPON COMPLETION, THIS APPLICATION, ACCOMPANIED BY A COPY OF THE TITLE, SHOULD BE TURNED INTO THE AUDITOR'S OFFICE. APPLICATION DEADLINE FOR CONVERSION FOR CURRENT YEAR IS THE FIRST MONDAY IN SEPTEMBER, AND THE MANUFACTURED HOME TITLE MUST BE DATED PRIOR TO JANUARY 1 OF CURRENT YEAR. YOU MUST HAVE OWNED THE REAL ESTATE PRIOR TO JANUARY 1 OF CURRENT YEAR.

OWNER'S NAME OF MANUFACTURED HOME: _____

MAILING ADDRESS OF MANUFACTURED HOME OWNER: _____

PHYSICAL ADDRESS WHERE HOME IS SITTING: _____

TELEPHONE NUMBER OF MANUFACTURED HOME OWNER: _____

MAKE OF MANUFACTURED HOME: _____

YEAR OF MANUFACTURED HOME: _____

SERIAL NUMBER OF MANUFACTURED HOME: _____

DATE MANUFACTURED HOME ACQUIRED: _____

PURCHASE PRICE: _____

LAND OWNER AND PARCEL NUMBER OF LAND MANUFACTURED HOME IS BEING PLACED ON: _____

MY LIEN HOLDER HAS BEEN CONTACTED AND IS WILLING TO SURRENDER THE MANUFACTURED HOME TITLE AND PROVIDE A LETTER OF CONSENT: MY LIEN HOLDER HAS BEEN CONTACTED AND IS WILLING TO SURRENDER THE MANUFACTURED HOME TITLE AND PROVIDE A LETTER OF CONSENT: Yes _____ No _____

SIGNATURE OF LAND OWNER/OWNERS: _____

SIGNATURE OF MANUFACTURED HOME OWNER/OWNERS: _____

NOTES OR COMMENT

Qualifies: yes _____ no _____ Date: _____ By: _____

RM2 _____
SM9 yes _____ no _____
HP/AC yes _____ no _____
Other buildings _____