CERTIFICATE OF PERMANENT LOCATION FOR A MANUFACTURED HOME

Effective July 1, 2008, the owner(s) of a manufactured home that is permanently affixed to the ground so that it is no longer capable of being drawn over the public highways shall record a Certificate of Permanent Location for a Manufactured Home (Certificate of Permanent Location) in the office of the county clerk and recorder. For a manufactured home that is titled, the Certificate of Permanent Location must include an application to purge the Certificate of Title. For a new manufactured home, the Certificate of Permanent Location must include a copy of the Bill of Sale and the Manufacturer's Certificate or Statement of Origin,§ 38-29-202, C.R.S. For manufactured homes that are subject to a long-term land lease of at least 10 years, a Certificate of Permanent Location for a Manufactured Home Subject to a Long-Term Land Lease must be used.

Please print or type

	real contract of the contract		
1.	Recorded Certificate of Permanent Location should be returned to: (Name and mailing address)		
2.	Name(s) and mailing address(es) of owner(s)/debtor(s): Name(s) and mailing address(es) of security interest/lien holder(s):		
3.			
4.	This Certificate of Permanent Location pertains to the manufactured home identified below:		
	Serial No.:	Certificate of Title/Origin No.:	
	Manufacturer/Make:	Length/Width:	
	Year:	HUD No.:	
5.	Legal description of land to which the manufactured home ide name):	entified in section 4 will be permanently affixed (include county	
	Property Address:		
	Parcel/Schedule No.:		
6.	Name of record owner(s) of land identified in section 5 - must	include at least one owner/debtor listed in section 2:	
7.	Tax authentication: Attach to this form a Certificate of Taxes Due or a manufactur issued by the county treasurer of the county in which the mar Certificate of Taxes Due or the Authentication form.)	red home Authentication of Paid Ad Valorem Taxes (Authentication) nufactured home is located. (It is not necessary to record the	
8.	/erification that the manufactured home is on a permanent foundation in accordance with any applicable city and/or county codes or requirements.		
	Authorized Signature and Title	Date	
9.	The titled manufactured home identified herein was "Purged Ad Valorem" as indicated on the attached letter from the State Division of Motor Vehicle dated:		
10.	Consent and lien release:		
hor	e undersigned security interest/lien holder(s) consent to permaine. (Attach additional sheets if necessary): thorized agent of security interest/lien holder Title	Authorized agent of security interest/lien holder Title	
Signature Date		Signature Date	
State of Colorado County of		State of Colorado County of	
The foregoing was acknowledged before me this day of, 2, by the authorized agent of the security interest/lien holder named above.		The foregoing was acknowledged before me thisday of, 2, by the authorized agent of the security interest/lien holder named above.	
	Witness my hand and official seal: My commission expires:	Witness my hand and official seal: My commission expires:	
	Notary Public	Notary Public	
sec cor ma pro	nsent to affixation of the manufactured home to the real proper nufactured home will become a part of the real property and o	Permanent Location or any attachments hereto. All owners/debtors ty described herein and acknowledge that upon affixation, the wnership shall be vested only in the title owners of the real ufactured home who is not also an owner of the real property to	
 Sig	nature of owner/debtor Date	Signature of owner/debtor Date	
	nt name	Print name	
	dress	Address	
State of Colorado County of		State of Colorado County of	
The foregoing was acknowledged before me this day of, 2, by the owner/debtor named above.		The foregoing was acknowledged before me thisday of, 2, by the owner/debtor named above	
	Witness my hand and official seal: My commission expires:	Witness my hand and official seal: My commission expires:	
	Notary Public	Notary Public	

Instructions for Completing Certificate of Permanent Location for a Manufactured Home

Effective July 1, 2008, the owner(s) of a manufactured home that is permanently affixed to the ground so that it is no longer capable of being drawn over the public highways shall record a Certificate of Permanent Location for a Manufactured Home (Certificate of Permanent Location) in the office of the county clerk and recorder. For a manufactured home that is titled, the Certificate of Permanent Location must include an application to purge the Certificate of Title. For a new manufactured home, the Certificate of Permanent Location must include a copy of the Bill of Sale and the Manufacturer's Certificate or Statement of Origin, § 38-29-202, C.R.S. For manufactured homes that are subject to a long-term land lease of at least 10 years, a Certificate of Permanent Location for a Manufactured Home Subject to a Long-Term Land Lease must be used.

- Section 1: Insert the name and address of the person to whom the county clerk and recorder should return the Certificate of Permanent Location.
- **Section 2:** Insert the full legal name and mailing address of each owner/debtor of the manufactured home. Each owner/debtor must be listed separately. Attach additional sheets as necessary.
- **Section 3:** Insert the full legal name and mailing address of each security interest/lien holder of an unsatisfied security interest or lien against the home to which the manufactured home has been affixed. Each security interest/lien holder must be listed separately. Attach additional sheets as necessary. If no security interest/lien holder exists, insert N/A.
- **Section 4:** The manufactured home's serial number, manufacturer/make, and year of construction must be completed. Include the Certificate of Origin or Certificate of Title number, length and width, and, if available, the HUD number.
- **Section 5**: Insert the legal description of the land to which the home is affixed, including the county name. List the property address and the parcel or schedule number assigned by the county assessor.
- **Section 6:** Insert the full legal name(s) of the owner(s) of the land to which the home is permanently affixed. At least one manufactured home owner/debtor shown in Section 2 must own the land to which the home is permanently affixed.
- **Section 7:** Either the Certificate of Taxes Due or a manufactured home Authentication of Paid Ad Valorem Taxes (Authentication) issued by the county treasurer must be attached. Property taxes on the manufactured home must be paid prior to permanently affixing the manufactured home to the land <u>unless</u> the home is directly coming from the manufacturer, a dealer's display lot, or another state. It is not necessary to record the Certificate of Taxes due or the Authentication form; however, the document must be attached for verification purposes.
- **Section 8:** If required by the county in which the manufactured home will be permanently affixed, the signature of an authorized person designated by the governing entity is required to verify that the home is situated on a permanent foundation in accordance with any applicable city and/or county codes or requirements. If no applicable city and/or county codes or requirements exist, the signature of the owner/debtor affirms, under penalty of perjury, that the manufactured home is situated on a permanent foundation.
- **Section 9:** The owner of a titled manufactured home which will be permanently affixed to the land must file an application to purge the Certificate of Title. The State Division of Motor Vehicle must issue a "Purged Ad Valorem" letter to the property owner. The "Purged Ad Valorem" letter must be attached to the Certificate of Permanent Location before the certificate can be recorded.
- **Section 10:** Each owner/debtor and security interest/lien holder(s) must sign and date the Certificate of Permanent Location. The signature(s) of the security interest/lien holder(s) verify relinquishment and release of all rights in the manufactured home by the security interest/lien holder(s). Signatures here confirm that the manufactured home is permanently affixed to the land and acknowledges that ownership of the manufactured home shall be vested only in the owners of the real property.

<u>Notes</u>

Once the manufactured home has become part of the real property, it is unlawful to remove the home from the real property without the express consent of the land owner(s) and all security interest/lien holders.

If the manufactured home is moved from the location identified in section 6 of the Certificate of Permanent Location, the owner(s) of the manufactured home <u>must</u> complete a Certificate of Removal for a Manufactured Home, § 38-29-203, C.R.S., and apply for a new Certificate of Title.

If the manufactured home is subject to a long-term land lease with an express term of at least 10 years, do not use this form. Complete and record the Certificate of Permanent Location for a Manufactured Home Subject to a Long-Term Land Lease.