

**REVERSAL OF DECLARATION OF A  
MANUFACTURED HOME AS REAL PROPERTY**

(See instructions on the back of the form)

1. Owner Name(s)
2. Mailing Address
3. Property Address
4. New Parcel Number for Manufactured Home
5. Manufactured Home Description Make: _____ Model: _____ Year: _____ Size: _____ Serial Number: _____ Lien Holder (if any): _____ Mailing Address: _____

6. This document rescinds the Statement of Intent to Declare this manufactured home as real property, which was recorded on _____ with _____. (date) (instrument number)
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The undersigned, being duly sworn, states that the above information is true and correct, and does hereby exercise a "Reversal," declaring the "Statement of Intent to Declare" for the above referenced manufactured home as real property to be null and void according to Idaho Code Section 63-305.

7. Signature	Date	Signature	Date
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STATE OF IDAHO )  
 COUNTY OF \_\_\_\_\_ ) S.S.  
 )

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year of 20\_\_\_\_, before me, \_\_\_\_\_ personally appeared \_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is (are) subscribed to this instrument and acknowledged that he (she)(they) executed the same.

S  
E  
A  
L

\_\_\_\_\_  
 Notary Public  
 My Commission expires on \_\_\_\_\_

Signatures - Pursuant to Idaho Code Section 63-305

8. COUNTY TREASURER'S SIGNATURE

9. COUNTY ASSESSOR'S SIGNATURE

\_\_\_\_\_  
 Authorized Signature Date

\_\_\_\_\_  
 Authorized Signature Date

## **INSTRUCTIONS FOR REVERSAL OF DECLARATION OF A MANUFACTURED HOME AS REAL PROPERTY**

Numbered instructions correspond to numbered items on the form. Attach additional information if necessary. The blank area in the upper right part of the form is for county use only; do not write in this area.

1. Print or type the full names of all applicants as these names will appear on the title of the manufactured home. All owners of the manufactured home must be listed.
2. Enter the mailing address of the applicant or other individual to whom correspondence, including the assessment notice and property tax bill, should be addressed.
3. Enter the street address for the location of the manufactured home.
4. Enter the parcel number for the manufactured home. The assessor will need to provide the new parcel number being assigned to the manufactured home or initial item 4 on the form.
5. Describe the manufactured home by entering the make, model, year built, size (such as 27 feet wide and 66 feet long), and serial number of the manufactured home. The information is available in financing records or from the assessor. Also enter the name of the individual(s) or financial institution(s) holding a mortgage or other loan instrument for the manufactured home and their mailing address. This information is available in financing agreements that have been signed.
6. Enter the date the "Statement of Intent to Declare" (SID) the manufactured home as real property was recorded and the instrument number for that recording. The county recorder placed the date and the instrument number on the SID.
7. Signature and date of signature are required from each owner. After completion of items 1-6, sign item 7 in the presence of a Notary Public. The part of the form between items 7 and 8 must be completed by a Notary Public.
8. Upon verification that property taxes are paid, this is to be signed and dated by an agent of the county treasurer's office and constitutes the treasurer's written approval for the reversal of the declaration of the manufactured home as real property. The property taxes must be paid current before this reversal can be accepted. The property owner should not sign this item.
9. Obtain from a title company a title report identifying those individuals or entities whose consent must be obtained for the declaration of the manufactured home as real property to be reversed. When submitting this "Reversal of Declaration of a Manufactured Home as Real Property" to the county assessor's office, include a copy of this title report with the signatures of consent. Arrange with a mobile home inspector at the County Assessors Office to have a serial number inspection done. An agent of the county assessor's office will sign this item to verify the receipt of:
  - a) Intent to remove the manufactured home
  - b) Title report
  - c) Signatures of consent and releasing signatures from any lien holder listed in the title report.

After recording the signed Reversal of Declarations form, take the recorded form, the title report, serial number inspection form and any signatures of consent or releases to the local Department of Motor Vehicles for processing.