



Ashtabula County Auditor

Scott Yamamoto

25 W. Jefferson St.

Jefferson, OH 44047

Phone: (440) 576-3793

SURRENDER A MANUFACTURED HOME TO REAL ESTATE

In order to surrender your manufactured home to real estate, you need:

1. Original title (lien free)
2. Affidavit filled out and all owners' signatures notarized
3. Proof manufactured home is on a permanent foundation (Occupancy Permit from the Building Dept. 576-3737)
4. Manufactured home taxes paid in full for the entire year
5. Manufactured home and land must be owned by the same person(s)

If you have all of these items, then we can surrender your manufactured home title to real estate. You can bring them to our office at 25 West Jefferson Street Jefferson, OH 44047.



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AFFIDAVIT OF SURRENDER OF A MANUFACTURED HOME

I, _____, the undersigned, do hereby surrender the title to my manufactured home, to the Ashtabula County Auditor's Office as intent to make this manufactured home a permanent fixture to the real property. I hereby state that I own the real property where the manufactured home is located and the foundation meets the requirements set in the ORC Sections 3781.06(C); 4503.06(B); 4505.11(H); 5701.02 and OAC 4781-6

Parcel # _____ Year _____

Registration # _____ Make _____

Title # _____ Serial _____

Number of bathrooms _____ Number of bedrooms _____ Central A/C Yes or No _____

I understand the manufactured home will be a permanent fixture on the real property. The manufactured home will have no capability of having another title issued, and CAN NOT be transported to another location.

signature date

signature date

Sworn to me on this _____ day of _____, _____ year.

notary signature notary name

my commission expires _____

AUDITOR'S USE ONLY

Date manufactured home title given to Title Dept _____ Date copy given to Real Estate Dept _____

Manufactured home taxes paid in full as of _____, pick up on real estate _____ (calendar year) for _____ (tax year)