



MANUFACTURED (MOBILE) HOME PERMIT

State Form 7878 (R9 / 3-20)

Prescribed by the Department of Local Government Finance

Type of mobile home permit:

☐ Section A - For Moving ☐ Section B - Transferring Title (NOTE: Separate permits required if owner intends to both move and transfer title.)

INSTRUCTIONS:

1. A mobile home may not be moved from one location to another unless the owner obtains a permit to move the mobile home from the county treasurer.
2. The Bureau of Motor Vehicles may not transfer the title to a mobile home or change names in any manner on the title to a mobile home unless the owner obtains a permit to transfer the title from the county treasurer. (IC 6-1.1-7-10)
3. A county treasurer shall issue a permit which is required to either move, or transfer the title to a mobile home if the taxes, special assessments, interest, penalties, judgments, and costs that are due and payable on the mobile home have been paid. The permit shall state the date it is issued. The treasurer must issue the permit not later than two (2) business days (excluding weekends and holidays) after the date the treasurer receives a completed permit application. (IC 6-1.1-7-10)
4. A mobile home owner who sells the mobile home to another shall provide the purchaser with the permit required before the sale is consummated. This obligation does not apply to a mobile home offered for sale at an auction under IC 9-22-1.5 or IC 9-22-1.7. (IC 6-1.1-7-10.4) A person who violates this commits a Class C infraction. (IC 6-1.1-7-14)
5. A mobile home owner must present a copy of this permit to the Bureau of Motor Vehicles when applying for title transfer. If the mobile home is to be moved, a separate permit must be requested prior to moving.
6. A Form 1 (Notice of Placing of Mobile Home Upon Land or Lot) must be filed with the assessor within thirty (30) days after the date of placement of the mobile home (IC 6-1.1-7-3)
7. The requirement to obtain a permit to move or transfer title to a mobile home does not apply to a mobile home that is offered for sale at auction under IC 9-22-1.5, IC 9-22-1.7, or IC 6-1.1-23.5 for the transfer resulting from the auction. (IC 6-1.1-7-10(a))
8. Documentation provided by person requesting this permit (IC 6-1.1-7-10(d)) ☐ State Issued Title ☐ Court Order ☐ BMV Affidavit of Sale or Disposal

NOTE: A permit to move or transfer title to a mobile home expires ninety (90) days after the date the county treasurer issues it. When the permit expires, it becomes invalid and the owner must obtain a new permit.

ATTENTION: MOVER, HAULER, OR TOWER

A person who is engaged to move a mobile home may not provide that service unless the owner presents him with a permit to move the mobile home and the permit is dated not more than ninety (90) days before the date of the proposed move. The mover shall visibly display the permit while the mobile home is in transit. The mover must return the permit to the owner of the mobile home when the move is completed. IC 6-1.1-7-11

Name of owner's agent, if there is an agent acting on the owner's behalf

Agent's telephone number
()

SECTION A - MOVING PERMIT

Name of owner			Date of issuance of permit (month, day, year)
Address (number and street, city, state, and ZIP code)			Date permit expires (ninety (90) days after issuance)
Make of mobile home	Year	Dimension	Vehicle identification number
Address of present location (number and street, city, state, and ZIP code)			Affected parcel number
Address of new location (number and street, city, state, and ZIP code)			Contact telephone number ()

SECTION B - TITLE TRANSFER PERMIT

Name of owner		Previous owner's telephone number ()	New owner's telephone number ()
Address of owner (number and street, city, state, and ZIP code)		Date of issuance of permit (month, day, year)	
Address of location of mobile home (number and street, city, state, and ZIP code)		Date permit expires (ninety (90) days after date of issuance)	
Make of mobile home	Year	Dimension	Vehicle identification number
Name of purchaser	Sale price		Affected parcel number
Address of purchaser (number and street, city, state, and ZIP code)		Is purchaser moving this mobile home? ☐ Yes ☐ No	

CERTIFICATION OF COUNTY TREASURER

The application to move or transfer title (as indicated above) of above described mobile home has been reviewed with the records in this office and I hereby certify that all taxes due on the mobile home have been paid.

Signature of County Treasurer

County

Date signed (month, day, year)

DISTRIBUTION: Original - Owner of Mobile Home, Copy - County Treasurer, Copy - County Assessor or Township Assessor, if any