

Mobile Home Park or Lot Landlord Lien for Rent Affidavit Instructions

Use these instructions as a guide to completing the <u>Mobile Home Park or Lot Landlord Affidavit Application</u>, form TD-420-727. All forms listed are available on our website at <u>dol.wa.gov</u>.

General Information

A Court order is required when **either** of the following apply:

- The manufactured/mobile home is not found in the DOL database or
- The manufactured/mobile home is found in the DOL database, and the record shows a lienholder/security interest that is not listed on the Mobile Home Park or Lot Landlord Lien for Rent Affidavit

Review all applicable RCWs and WAC to be aware of legal rights. (See affidavit for citations.)

• Advise the landlord claiming a lien that it may be in their best interest to consult with an attorney before proceeding with the landlord lien process.

Application Process for Park/Lot Owner to Title in Park/Lot Owner Name

- 1. Complete the Mobile Home Park or Lot Landlord Lien for Rent Affidavit
- 2. Obtain the appropriate tax documents from the county treasurer, i.e., Real Estate Excise Tax Affidavit (REET)
- 3. Proof of property tax paid
- 4. Complete a vehicle title application in advance or sign the application at the vehicle licensing office.
- 5. Bring completed forms to a vehicle licensing office

Note: Additional documents may be required.

Application Process for Buyer when Park/Lot Owner Sells Manufactured/Mobile Home

When the owner of the manufactured or mobile home park or lot sells the manufactured/mobile home, they must provide the buyer with the following documents

- A properly completed <u>Mobile Home Park or Lot Landlord Lien for Rent Affidavit</u> or Certificate of Title in Park/Lot Owners name.
- Notarized/certified release of interest if release is not on the title
- Bill of Sale
- · Other documents may be required.

The buyer must submit the following documents:

A properly completed <u>Mobile Home Park or Lot Landlord Lien for Rent Affidavit</u> or Certificate of title in Park/Lot Owners name.

- Notarized/certified release of interest if release is not on the title
- · Bill of Sale
- REET
- · Proof of property tax paid
- Title application
- · Other documents may be required.