



LISTING APPOINTMENT CHECKLIST FOR MANUFACTURED HOMES



MOBILE ON LEASED LOT:

- Does seller have original mobile home title? *Escrow will need the original*
- Is there a lienholder on it? *Escrow will need payoff information AND borrower's authorization*
- Did seller have an L&I inspection when they purchased the property?
- Has seller done any improvements since purchasing the mobile without obtaining a permit from L&I and an inspection of the work?
- What is the space rental fee?
- Is there a deposit required?
- Has seller advised management they are going to be selling their unit and the new owner would be applying for approval PRIOR to closing?
- What is the personal property tax number? *Taxes will need to be paid in full for the year at closing.*
- Does seller know where the VIN number is and has it been verified with the registration?
(Agent suggestion: Take a picture of the VIN and HUD sticker with your smart phone)

MOBILE/ LAND SALE NOT ELIMINATED

- Does seller have original mobile home title? *Escrow will need the original*
- Is there a lienholder on it? *Escrow will need payoff information AND borrower's authorization*
- Did seller have an L&I inspection when they purchased the property?
- Has seller done any improvements since purchasing the mobile without obtaining a permit from L&I and an inspection of the work?
- Does seller know where the VIN number is and has it been verified with the registration?
(Agent suggestion: Take a picture of the VIN and HUD sticker with your smart phone)
- Have the real property taxes and the personal property taxes been merged into one?
- Need allocations for land/mobile home in order to prepare two excise tax affidavits

LAND SALE WITH TITLE TO BE ELIMINATED

- Does seller have original mobile home title?
- Is there a lienholder on it? *Escrow will need payoff information AND borrower's authorization*
- Did seller have an L&I inspection when they purchased the property?
- Has seller done any improvements since purchasing the mobile without obtaining a permit from L&I and an inspection of the work?
- Does seller know where the VIN number is and has it been verified with the registration? (Agent suggestion: Take a picture of the VIN and HUD sticker with your smart phone)

MOBILE/LAND SALE WITH TITLE PREVIOUSLY ELIMINATED

- Did seller have an L&I inspection when they purchased the property?
- Has seller done any improvements since purchasing the mobile without obtaining a permit from L&I and an inspection of the work? (Agent suggestion: Take a picture of the VIN and HUD sticker with your smart phone)

(Because title was previously eliminated, escrow will have to do nothing to transfer the mobile home.)

STILL HAVE QUESTIONS? CONTACT CLOCKHOURS BY ANGIE!

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