

# Mobile Home Title Transfer

## MASTER CHECKLIST

Universal items + TX, CA, FL, AZ, NC state addendums · 2025 Edition

MobileHomeTitleTransfer.pages.dev · Not legal advice

### HOW TO USE THIS CHECKLIST

Work through Section 1 (universal) first, then Section 2 (your situation), then Section 3 (your state). Print and check off items as you gather them. Bring this completed checklist when you file.

**Before anything:** Call your state title agency with the home's serial number. Confirm the current registered owner, any active liens, and the current form version. This 10-minute call prevents weeks of delay.

### SECTION 1 — UNIVERSAL (Every Transfer)

- |                          |  |                 |
|--------------------------|--|-----------------|
| <input type="checkbox"/> | Home serial number confirmed — doublewides have two          | HUD data pla    |
| <input type="checkbox"/> | Current title document — ORIGINAL, not a copy                | The state title |
| <input type="checkbox"/> | Transfer application — current version from state website    | Download on     |
| <input type="checkbox"/> | Photo ID for all signing parties — names match title exactly | Driver's licens |
| <input type="checkbox"/> | Lien status verified with state agency                       | Call with seria |
| <input type="checkbox"/> | Lien release obtained if lienholder is on title              | State-specific  |
| <input type="checkbox"/> | Payment confirmed — correct amount and method                | Call agency fo  |
| <input type="checkbox"/> | All signatures exactly match title record names              | Nickname vs.    |

### SECTION 2 — SITUATION-SPECIFIC

#### A. Private Sale

- |                          |  |               |
|--------------------------|--|---------------|
| <input type="checkbox"/> | Seller signs title assignment — back of title            | Both owners s |
| <input type="checkbox"/> | Bill of sale — date, price, description, both signatures | Include make  |
| <input type="checkbox"/> | Tax clearance / current registration verified            | Texas: tax ce |
| <input type="checkbox"/> | Park notification planned (30 days typically)            | Read lease. M |

#### B. After Owner Dies

- Certified death certificate — raised seal or security paper** County clerk

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- State small estate threshold verified — estate qualifies** TX \$75k / CA

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- Waiting period has passed — 30 days (40 in CA)** Filing before t

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- All heirs identified and willing to sign** Every heir wit

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- Heirship affidavit completed — sign BEFORE notary only** TX: MH206 /

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- Outstanding loan resolved — lien release obtained** Loan paid off

### C. Lien Release

- Written payoff confirmation from lender — keep permanently** Final stateme

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- Signed lien release from lender — allow 2–6 weeks** TX: MH202 /

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- If lender is closed/unreachable: surety bond arranged** Bond compar

### D. Lost Title

- Serial number confirmed by alternate means** HUD data pla

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- Duplicate application completed — sign BEFORE notary** TX: MH006 /

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- Lienholder consent if lien on title** Most states is

### E. Convert to Real Property

- Land deed in same name as home title** Both must ma

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- All home title liens cleared first** Every loan ful

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- Foundation certification if required (\$300–\$600)** FHA/VA and

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- Affidavit of Affixture (CA:433A / AZ&VA;: Affixture / TX: Cert Permanent Location)** State-specific

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- Original title surrendered to state agency** File retirement

### F. Divorce / Gift

- Certified divorce decree — home named with serial number** 'All personal p

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- Departing spouse signature on transfer form** Decree alone

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- Gift affidavit notarized (if gift)** No considerat

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- Lien resolved with lender written approval** Refinance, pa

## SECTION 3 — STATE ADDENDUMS

Complete Sections 1 and 2 above first, then add these state-specific requirements.

### TEXAS — TDHCA | (512) 475-2200 | [tdhca.state.tx.us](https://tdhca.state.tx.us)

- TDHCA Form MH001 (Statement of Ownership Application) Download from [tdhca.state.tx.us](#)
- HUD label number confirmed (exterior red plate) Different from [HUD label](#)
- Tax certificate from county appraisal district Required before [filing](#)
- Estate: TDHCA Form MH206 + 30-day wait + \$75,000 threshold All heirs sign [TDHCA Form MH206](#)
- Lien: TDHCA Form MH202 or qualifying lender letter referencing HUD label number Call TDHCA [lender letter](#)

### CALIFORNIA — HCD | (800) 952-8356 | [hcd.ca.gov](https://hcd.ca.gov)

- Form 476.5 ONLY for personal property sale — not 480 or 433A Wrong form = [wrong form](#)
- HCD decal number confirmed (sticker near entrance) Call HCD if [decal](#)
- Fee quote from HCD before filing — (800) 952-8356 Provide decal [number](#)
- Estate: §13100 Affidavit / 40-day wait / \$184,500 threshold 40-day wait — [Affidavit](#)
- IN-PERSON recommended: mail = 6–14 weeks backlog in 2025 Offices: [Sacramento](#)

### FLORIDA — DHSMV via County Tax Collector | [flhsmv.gov](https://flhsmv.gov)

- FL Certificate of Title signed by seller — doublewides: TWO titles Both sections [signed](#)
- Current annual registration sticker confirmed on home Overdue stick [sticker](#)
- File at county TAX COLLECTOR motor vehicle office — not driver license Find yours at [county](#)
- Lost title: HSMV 82101 notarized / fee \$75.75+\$2.50 Sign at the [county](#)

### ARIZONA — ADOH | (602) 771-1000 | [housing.az.gov](https://housing.az.gov)

- ADOH Title Application — download from [housing.az.gov](https://housing.az.gov) today Fee: \$10–\$50 [today](#)
- In-person at ADOH Phoenix (same-day–1 week) / Mail: 2–6 weeks In-person stro [k](#)

### NORTH CAROLINA — NC DMV | (919) 715-7000 | [ncdot.gov/dmv](https://ncdot.gov/dmv)

- NC Form MVR-1 — file at DMV / fee \$52+\$5.50 Register of de [title](#)
- Small estate: \$20,000 general / \$30,000 surviving spouse One of the lo [w](#)

## SECTION 4 — TITLE TRANSFER FEES BY STATE (2025)

State	Agency	Title Fee	Est. Total
Alabama	AMHC	\$15+\$5	\$50–\$120
Arizona	ADOH	\$10–\$50	\$75–\$175
Arkansas	DFA	\$10	\$30–\$80
California	HCD	\$15+reg	\$100–\$350+
Colorado	CDOH	\$8.20+county	\$40–\$100
Florida	DHSMV	\$78.25	\$100–\$200+
Georgia	GA DOR	\$18+AV	\$50–\$200+
Idaho	Idaho DMV	\$14	\$40–\$100
Illinois	IL SOS	\$95	\$130–\$250
Indiana	IN BMV	\$15	\$40–\$100
Iowa	Iowa DOT	\$25	\$60–\$130
Kansas	KS DOV	\$10	\$35–\$90
Kentucky	KY DMV	\$9+county	\$30–\$80
Louisiana	LA OMV	\$18.50	\$50–\$120
Michigan	MI SOS	\$15	\$30–\$80
Minnesota	MN DVS	\$8.25+	\$50–\$150
Mississippi	County Assessor	\$10–\$25	\$30–\$80
Missouri	MO DOR	\$14.50	\$40–\$100
Montana	MT MVD	\$12.36	\$40–\$100
Nebraska	NE DMV	\$10	\$35–\$100
Nevada	NV DMV	\$29.25	\$60–\$120
New Mexico	NM MVD	\$5	\$20–\$60
North Carolina	NC DMV	\$57.50	\$75–\$150
North Dakota	ND DOT	\$5	\$25–\$70
Ohio	OH BMV	\$20.50	\$50–\$120
Oklahoma	OTC	\$11	\$30–\$80
Oregon	OR DMV	\$98	\$120–\$250
Pennsylvania	PennDOT	\$53	\$80–\$180
South Carolina	SC DMV	\$15	\$40–\$100
South Dakota	SD DOR	\$10	\$35–\$80
Tennessee	County Clerk	\$13.50	\$40–\$100
Texas	TDHCA	\$55	\$100–\$200
Utah	UT DMV	\$6+reg	\$40–\$120
Virginia	VA DMV	\$15	\$40–\$100
Washington	WA DOL	\$26.50	\$60–\$150
West Virginia	WV DMV	\$10	\$35–\$90

Fees verified 2025. Always confirm with your state agency before filing — schedules change.

## FINAL QUALITY CHECK — Before You Submit

- All signatures match title record names exactly** Nickname vs

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- Forms downloaded today from official agency website** Never use for

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- Originals in hand — not copies** Original title o

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- Called agency to confirm packet is complete** 10 minutes pr

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- Correct payment ready in accepted format** Verify method

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