

# CERTIFICATE OF REMOVAL FOR A MANUFACTURED HOME

Effective July 1, 2008, a manufactured home shall not be removed from the location to which it is permanently affixed until the manufactured home owner records a Certificate of Removal for a Manufactured Home (Certificate of Removal) in the office of the county clerk and recorder. The owner shall also apply for a new Certificate of Title. If a Certificate of Permanent Location for a Manufactured Home has not been recorded, the owner shall record an Affidavit of Real Property for a Manufactured Home, along with the Certificate of Removal, §§ 38-29-203 and 38-39-208, C.R.S.

Please print or type.

1. Recorded Certificate of Removal should be returned to: (Name and mailing address) \_\_\_\_\_

2. Name(s) and mailing address(es) of owner(s)/debtor(s): \_\_\_\_\_

3. Name(s) and mailing address(es) of security interest/lien holder(s): \_\_\_\_\_

4. This Certificate of Removal pertains to the manufactured home identified below:

Serial No.: _____	Certificate of Title/Origin No. _____
Make/Manufacturer: _____	Length/Width: _____
Year: _____	HUD No.: _____

5. Legal description of land to which the manufactured home has been permanently affixed (include county name): \_\_\_\_\_

Book and page or reception number of recorded Certificate of Permanent Location for a Manufactured Home.  
\_\_\_\_\_

If a Certificate of Permanent Location for a Manufactured Home has not been recorded, attach an Affidavit of Real Property for a Manufactured Home and an application for a new Certificate of Title.

6. Property Address: \_\_\_\_\_

Parcel/Schedule No.: \_\_\_\_\_

7. Name of record owner(s) of land identified in section 5 - must include at least one owner/debtor listed in section 2: \_\_\_\_\_

8. Tax authentication:

Attach to this form a manufactured home Authentication of Paid Ad Valorem Taxes (Authentication) issued by the county treasurer of the county in which the manufactured home is located. (It is not necessary to record the Authentication form.)

9. Consent and lien release:

The undersigned security interest/lien holder(s) consent to the removal of the manufactured home from the land identified in section 5, and hereby release any lien on the manufactured home. (Attach additional sheets if necessary):

Authorized agent of security interest/lien holder Title \_\_\_\_\_

Authorized agent of security interest/lien holder Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

State of Colorado  
County of \_\_\_\_\_

State of Colorado  
County of \_\_\_\_\_

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, by the authorized agent of the security interest/lien holder named above.

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, by the authorized agent of the security interest/lien holder named above.

Witness my hand and official seal:  
My commission expires: \_\_\_\_\_

Witness my hand and official seal:  
My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public

**If consent of any security interest/lien holder is not obtained, the owner(s)/debtor(s) may file a corporate surety bond or any other undertaking with the clerk of the district court of the county in which the manufactured home is affixed, § 38-29-203(4), C.R.S.**

Under penalty of perjury in the second degree, § 18-8-503, C.R.S, the undersigned owner(s)/debtor(s) hereby certify that all security interest/lien holder(s) are identified on this Certificate of Removal or any attachments hereto. All owners/debtors consent to the removal of the manufactured home from the land to which it is affixed. If the undersigned is a title owner of the real property, he/she is relinquishing all rights to the manufactured home identified in section 4 above, § 38-29-203(3), C.R.S.

Signature of owner/debtor \_\_\_\_\_ Date \_\_\_\_\_

Signature of owner/debtor \_\_\_\_\_ Date \_\_\_\_\_

Print name \_\_\_\_\_

Print name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

State of Colorado  
County of \_\_\_\_\_

State of Colorado  
County of \_\_\_\_\_

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, by the owner/debtor named above.

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, by the owner/debtor named above.

Witness my hand and official seal:  
My commission expires: \_\_\_\_\_

Witness my hand and official seal:  
My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public

## **Instructions for Completing Certificate of Removal for a Manufactured Home**

Effective July 1, 2008, a manufactured home shall not be removed from the location to which it is permanently affixed until the manufactured home owner records a Certificate of Removal for a Manufactured Home (Certificate of Removal) in the office of the county clerk and recorder.

Once the manufactured home is no longer permanently affixed to the land, the manufactured home owner(s) must apply for a Certificate of Title. If the name(s) of the current land owner(s) is different from the name(s) of the land owner(s) listed in Colorado's title database, the current land owner(s) must provide copies of deeds that show the chain of ownership in the land.

If a Certificate of Permanent Location for a Manufactured Home has not been recorded, the owner shall also file an Affidavit of Real Property for a Manufactured Home, § 38-29-203, C.R.S.

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**Section 1:** Insert the name and address of the person to whom the county clerk and recorder should return the Certificate of Removal.

**Section 2:** Insert the full legal name and mailing address of each owner/debtor of the manufactured home. Each owner/debtor must be listed separately. Each owner must also be the debtor on any lien or security interest perfected against the manufactured home. Attach additional sheets as necessary.

**Section 3:** Insert the full legal name and mailing address of each security interest/lien holder. Each security interest/lien holder must be listed separately. Attach additional sheets as necessary. If no security interest/lien holder exists, insert N/A.

**Section 4:** The manufactured home's serial number, manufacturer/make, and year of construction must be completed. Include the Certificate of Origin or Certificate of Title number, length and width, and, if available, the HUD number.

**Section 5:** Insert the legal description of the land from which the home is being removed, including the county name. If the manufactured home was permanently affixed to the land, insert the book and page number or the reception number assigned by the county clerk when the Certificate of Permanent Location was recorded. If the manufactured homeowner did not record a Certificate of Permanent Location when the manufactured home was permanently affixed to the land, attach an Affidavit of Real Property and an application for a new Certificate of Title.

**Section 6:** List the property address, including the space number, if applicable. Include the parcel number or schedule number assigned by the county assessor.

**Section 7:** Insert the full legal name(s) of the owner(s) of the land to which the home is permanently affixed. At least one manufactured home owner/debtor shown in section 2 must own the land to which the home is permanently affixed.

**Section 8:** A manufactured home Authentication of Paid Ad Valorem Taxes (Authentication) issued by the county treasurer must be attached. An Authentication form may serve as a permit for movement of the manufactured home on public streets or highways under the county's jurisdiction, § 42-4-510(2)(a), C.R.S. It is not necessary to record the Authentication form; however, the document must be attached for verification purposes.

**Section 9:** Each owner/debtor and each security interest/lien holder must sign and date the Certificate of Removal. Their consent serves as a full release of any interest in the manufactured home after it is removed from the real property.

### **Notes:**

The Certificate of Removal form must be recorded in the office of the clerk and recorder in the county in which the manufactured home is located. The clerk and recorder will provide a copy of the Certificate of Removal to the county assessor to effect removal of the manufactured home from the property tax records.

If a corporate surety bond or any other undertaking is filed with the clerk of the district court, the court's order must be recorded with the Certificate of Removal.

When a manufactured home is affixed to real property subject to a long-term lease and the landowner evicts the manufactured homeowner, the landowner may remove the home from its permanent location if, within 20 days after such removal, the landowner files a Certificate of Removal, along with a copy of the court's order allowing the eviction and providing the address of the location to which the home has been moved, § 38-29-203(2.5)(b), C.R.S.