

LISTING APPOINTMENT CHECK LIST FOR MOBILE HOMES

In Washington State, it is unlawful to offer for sale any manufactured housing/mobile home that has been altered without first obtaining a permit, having an inspection performed and getting an insignia of approval from the Department of Labor & Industries (RCW 43.22.360(1)).

MOBILE ON LEASED LOT:

- Does seller have original mobile home title? Escrow will need the original
- Is there a lienholder on the title? Escrow will need payoff information AND borrower's authorization to order a payoff. Note, if there is a lienholder, the lienholder may hold the original title.
- 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 if in a park? Is there a deposit required?
- Has seller advised management they are going to be selling their unit and the new owner would be applying to lease the lot? Some parks may have first right of refusal built into lease agreement.
- 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 number 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 the title? Escrow will need payoff information AND borrower's authorization (**DOES NEW LENDER WANT TITLE ELIMINATED PRIOR TO CLOSING?**)
- 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?
- If placed prior to 2016, did Building and Planning do a VIN placement certificate and complete the inspection?
- Does seller know where the VIN number is and has it been verified with the registration? *(Agent suggestion: take a picture of the VIN number and HUD sticker with your smart phone.)*

- Have the real property taxes and the personal property taxes been merged into one. Are taxes current?
- Need allocations for land/mobile home in order to prepare two excise tax affidavits

MOBILE/LAND SALE WITH TITLE TO BE ELIMINATED

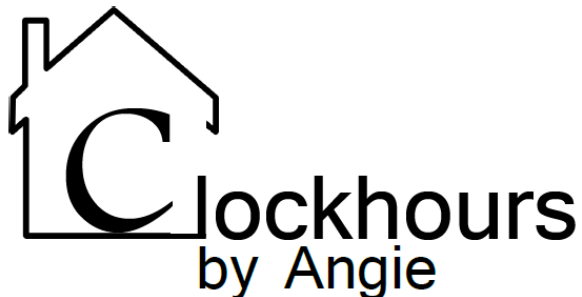
- Does seller have original mobile home title?
- Is there a lienholder on title? Escrow will need payoff information AND borrower's authorization
- **Does new lender want title to be eliminated prior to closing? If so, does the seller owe money and have this money to pay off in advance?**
- Did seller 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? If not, the necessary permits need to be purchased and the inspections done.
- Did seller check with Building and planning to see if a VIN certification was done when MH placed on property? If not, this permit needs to be applied for and inspection arranged. 2012 and after, this permit was included when placing the mobile. Prior to 2016, there was no VIN certification so it will need to be done and the cost is \$119.60 Call 477-3675 and ask for a Project Coordinator and they will advise if needed.
- Does seller know where the VIN number is and has it been verified with the registration? *(Agent suggestion: Take a picture of the VIN number 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 number and HUD sticker with your smart phone.)*

Because title was previously eliminated, escrow will have to do nothing to transfer the mobile home. It is treated like a stick-built home!

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