TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
MANUFACTURED HOUSING DIVISION
P. O. BOX 12489 Austin, Texas 78711-2489
(800) 500-7074, (512) 475-2200 FAX (512) 475-1109
Internet Address: www.tdhca.texas.gov/mhd

Clear all form fields

APPLICATION FOR STATEMENT OF OWNERSHIP

The filing of an application for the issuance of a Statement of Ownership later than sixty (60) days after the date of a sale to a consumer for residential use, will result in a late fee of one hundred dollars ($100). Any such application that is submitted late may be delayed until the fee is paid in full.

BLOCK 1: Transaction Identification

Type of Transaction	Type of Handling *A payment of $55 per transaction is required (total amount can be combined into one payment).*	**(For Department Use Only)** Coding:
Select One	Select One	Lien on file: Y / N Right of Survivorship: Y / N Texas Seal Purchase: Y / N For Section(s) 1 2 3 4

BLOCK 2(a): Home Information (required)

Manufacturer Name:		Model:	
Address:		Date of Manufacturer:	
City State Zip:		Total Square Feet:	
License Number		Wind Zone:	Select One

Sections	*Label/Seal Number*	*Complete Serial Number*	*Weight*	*Length*	*Width*
Section 1:					
Section 2:					
Section 3:					
Section 4:					

***NOTE:** Size must be reported as the outside dimensions (length and width) of the home as measured to the nearest ½ foot at the base of the home, exclusive of the tongue or other towing device.*

2(b)	Does the home have a HUD Label or Texas Seal attached to the outside of the home?	Select 1	**If NO is selected to question 2(b),** a Texas Seal must be purchased for each section of the home at an **additional cost** of $35.00 per section. *How many sections need a Texas Seal?*	Select One

BLOCK 3: Home Location (required)

Physical Location of Home *(or 911 address):*	
City State Zip:	
County:	

Was the home moved for this sale? If **yes**, include a copy of moving permit.	Select 1	Was the home installed for this sale?	Select 1	If yes, date installed:	
Installer Name:		Installer License Number:			
Installer Address:		City State Zip:		Phone Number:	

BLOCK 4: Ownership Information (required)

4(a) Seller(s) or Transferor(s)				4(b) Purchaser(s), Transferee(s), or Owner(s)			
Name:		License # if Retailer:		Name:		License # if Retailer:	
Name:				Name:			
Mailing Address:				Mailing Address:			
City State Zip:				City State Zip:			
Daytime Phone Number (include area code):				Daytime Phone Number (include area code):			
4(c)	Is this transaction a sale?	Select One		Date of sale, transfer or ownership change:			

BLOCK 5(a): Right of Survivorship

If joint owners desire right of survivorship, select the applicable choice below:

Select One

HUD Label #:		Serial #:		GF# (for title co.):	

BLOCK 5(b): Beneficiary Designation

If Beneficiary Designation is being made or changed, please select below: (THIS IS ONLY FOR PERSONAL PROPERTY)

Select One

BLOCK 6: Election - Purchaser(s)/Transferee(s)/Owner(s) select one election type below

Select One

BLOCK 7: To Designate a Home as Business Use, Non-Residential, or Salvage

If home WILL NOT be used for residential use, indicate its designated use:

Select One

BLOCK 8(a): Liens:	**Will there be any liens on the home (other than a tax lien)? If yes, complete the below lien information.**	Select One

BLOCK 8(b): Lien Information

Date of First Lien:		Date of Second Lien:	
Name of First Lienholder:		Name of Second Lienholder:	
Mailing Address:		Mailing Address:	
City/State/Zip:		City/State/Zip:	
Daytime Phone:		Daytime Phone:	

BLOCK 9: Special Mailing Instructions

IF a copy of a Statement of Ownership is to be mailed to anyone other than the owner or lienholder of record (such as a closing agent), please provide that mailing address here.	Name:	
	Company:	
	Mailing Address:	
	City, State, Zip:	
	Area Code/Phone:	
	Email:	

BLOCK 10: Signatures Required (Notarization is Optional)

10(a) Signatures of each seller/transferor	**10(b) Signatures of each purchaser/transferee or owner**
_____ *Signature of owner or authorized seller* *Sworn and subscribed before me this ____ day of _____, 20___* _____ *Signature of Notary* *SEAL*	_____ *Signature of purchaser/transferee or owner* *Sworn and subscribed before me this ____ day of _____, 20___* _____ *Signature of Notary* *SEAL*
_____ *Signature of owner or authorized seller* *Sworn and subscribed before me this ____ day of _____, 20___* _____ *Signature of Notary* *SEAL*	_____ *Signature of purchaser/transferee or owner* *Sworn and subscribed before me this ____ day of _____, 20___* _____ *Signature of Notary* *SEAL*

10(c) For Lien Assignments Only

_____ *Signature of authorized representative for previous lienholder*	_____ *Signature of authorized representative for new lender*