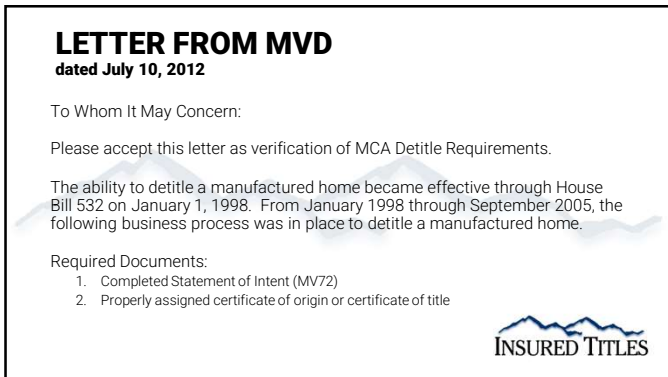




1



2



3

LETTER FROM MVD (CONTINUED)

Business Process:

1. Owner presents the following to the County Treasurer of the county in which the manufactured home is located
 - a) Statement of Intent (MV72)
 - b) Certificate of Origin or Certificate of Title
 - c) Required fees pursuant to 61-3-203 MCA
2. The County Treasurer, upon submission of required documents/fees, shall
 - a) Update the electronic record of title
 - b) Issue the owner a receipt
 - c) Forward the Statement of Intent (MV72) and Certificate of Title to the Department of Justice (DOJ)



4

LETTER FROM MVD (CONTINUED)

3. DOJ processes the detitle transaction by completing the following
 - a) Verifies documents submitted by County Treasurer's office
 - b) Update the electronic record of title to reflect the status of 'detitled'
 - c) Notify owner and lender (if applicable) that the record of title was detitled.

Detitle requirements were modified through Senate Bill 261 effective October 1, 2005. From October 2005 through present, the following business process is in place to detitle a manufactured home.

Required documents:

1. Completed Statement of Intent (MV72)
2. Properly assigned certificate of origin, or certificate of title



5

LETTER FROM MVD (CONTINUED)

Business Process:

1. Owner records the completed Statement of Intent (MV72) with the county clerk and recorder of the county in which the manufactured home is located
2. Owner presents the following to the county treasurer of the county in which the manufactured home is located
 - a) Certified copy of the recorded Statement of Intent (MV72)
 - b) Certificate of Origin or Certificate of Title
 - c) Required fees pursuant to 41-3-203 MCA



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LETTER FROM MVD (CONTINUED)

- 3. The County Treasurer, upon submission of required documents/fees, shall
 - a) Update the electronic record of title
 - b) Issue the owner a receipt
 - c) Forward the certified copy of the Statement of Intent (MV72)
 - d) Copy of the receipt for the fees paid and the surrendered certificate of origin or certificate of title to the Department of Justice (DOJ)
- 4. DOJ Processes the detitle transaction by completing the following
 - a) Verifies documents submitted by the County Treasurer's office
 - b) Update the electronic record of title to reflect the status of 'detitled'
 - c) Provides the owner with a recordable signed Statement of Intent (MV72)



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LETTER FROM MVD (CONTINUED)

- 5. Owner re-records the signed Statement of Intent (MV72) with the County Clerk and Recorder of the county in which the manufactured home is located



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**MONTANA CODE ANNOTATED (MCA)
DETITLE REQUIREMENTS**

- Detitle requirements were modified through Senate Bill 261 effective October 1, 2005 through present, the following business process was in place to detitle a manufactured home.
- [Instructions for Statement of Intent \(Form MV72\)](#)



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REQUIRED DOCUMENTS

- [Completed Statement of Intent \(MV72\)](#)
- Properly assigned Certificate of Origin or Certificate of Title



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BUSINESS PROCESS

1. Owner, or Title Company, records the completed Statement of Intent (MV72) with the County Clerk and Recorder in which the manufactured home is located.
Note: All taxes must be paid current
2. Owner, or Title Company, presents the following to the County Treasurer in which the manufactured home is located.
 - Certified copy of the recorded Statement of Intent (MV72)
 - Certificate of Origin or Certificate of Title
 - Required Fees pursuant to MCA 61-3-111 (\$10.30)



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BUSINESS PROCESS (CONTINUED)

3. The County Treasurer, upon submission of required documents/fees shall:
 - Update the Electronic Record of Title
 - Issue a receipt
 - Forward the certified copy of the Statement of Intent (MV72), copy of the receipt for the fees paid, and the surrendered Certificate of Origin or Certificate of Title to the Department of Justice (DOJ).



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BUSINESS PROCESS (CONTINUED)

- 4. DOJ processes the detitle transaction by completing the following:
 - Verifies documents submitted by County Treasurer
 - Update the electronic record of title to reflect the state of "Detitled"
 - Provides the Owner, or Title Company, with a recordable signed Statement of Intent.



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BUSINESS PROCESS (CONTINUED)

- 5. Owner, or Title Company, rerecords the signed Statement of Intent (MV72) with the County Clerk and Recorder in which the manufactured home is located.



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MANUFACTURED HOME DETITLE FAQs

- Q: What is a manufactured home?

- A: Residential Dwellings built in a factory in accordance with the U.S. Department of Housing and Urban Development code (HUD) and Federal Manufactured Construction and Safety Standards. (HUD standards effective June 15, 1976.)



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MANUFACTURED HOME DETITLE FAQs

Q: When is a manufactured home considered an improvement to real property for tax purpose? (MCA 15-1-116(1))

A: The running gear is removed and the home is attached to a permanent foundation on land that is:

- Owned or being purchased by the Owner of the manufactured home.
- If owned by another person, it is placed on the land with the permission of the landowner.
- Indian Land Trust agreed, leased, or subleased to the owner.
- A Statement of Intent declaring the manufactured home as an improvement to real property (Form MV72) is recorded with the County Clerk and Recorder.



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MANUFACTURED HOME DETITLE FAQs

Q: What is NOT considered a manufactured home?

A: Mobile homes older than 1977 and cannot be detitled.

- House trailer, trailers, or trailer coaches exceeding 8 feet in width or 45 feet in length designed to be moved from one place to another.
- Or if they are up to 8 feet in width or 45 feet in length and are used as a primary residence. (MCA 15-1-101)
- Modular homes are not built to HUD Standards.



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MANUFACTURED HOME DETITLE FAQs

Q: What information is required on the Statement of Intent Form (MV72)?

A: Statement of Intent must be completed in its **entirety** (2 pages) including:

- All signatures where required – Signatures of Lenders if needed to acknowledge they are aware the security interest/lien will be removed from the system when the manufactured home is detitled.
- Legal Description of the real property where the manufactured home will be permanently attached.
- Manufactured home description serial/vin number, year, make, model, and size.



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MANUFACTURED HOME DETITLE FAQs

Q: What must be done with Form MV72 once it is completed?

A: Form MV72 must be submitted to the Clerk and Recorder's office in the County where the real property is located.

- Recording Fees will be due at this time.



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MANUFACTURED HOME DETITLE FAQs

Q: What are the steps to detitle a new manufactured home?

A: The Manufactured Statement of Origin (MSO) properly assigned to owner must be submitted to the County Treasurer.

- Original or certified copy of the recorded Form MV72 statement.
- Verification all taxes are paid
- Fee of \$10.30 which includes the 3% administration fee.



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MANUFACTURED HOME DETITLE FAQs

Q: What if a duplicate title is NOT available?

A: Application for Break/Bond Title Form MV10

- Manufactured home must be valued by the County Assessor
- Surety Bond if the value of the manufactured home is over \$500
- Stage 1 Vehicle Inspection Form MV20
- Proof of Purchase
- Applicable Fees



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MANUFACTURED HOME DETITLE FAQs

Q: What if the manufacturer is out of business or will not provide a replacement MSO?

A: Yes, the Vehicle Service Bureau (VSB) can help in this situation; however, all documents are submitted to the VSB only.

- Recorded Statement of Intent Form MV72
- Statement of Fact Form MV100 explaining why the MSO cannot be obtained.
- Copy of the property record card containing all sections including that the foundation for the home is permanent.
- Copy of the paid tax statement for the real property including from the year before the home was situated on the real property to the most recent tax year. If all tax documentation cannot be obtained, a letter from the County Treasurer must accompany the detitle paperwork.
- Copy of each deed showing the chain of ownership where the manufactured home is located.
- Fee of \$10.30



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VISIT:

<https://mt.vitu.com/vehicle>



Help -

Login to continue

Search for Montana vehicle records

Username

Username is required

Password

LOGIN

OR

ACCESS AS PUBLIC USER

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HELPFUL FORMS

HELPFUL INFORMATION ON MOBILE HOMES



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STATEMENT OF INTENT TO DECLARE A MANUFACTURED HOME AN IMPROVEMENT TO REAL PROPERTY

Statement of Intent to Declare a Manufactured Home an Improvement to Real Property

INSURED TITLES

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APPLICATION FOR REPLACEMENT CERTIFICATE OF TITLE

Application for Replacement Certificate of Title

INSURED TITLES

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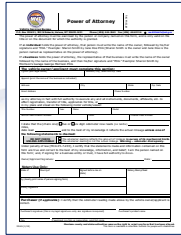
VEHICLE // VESSEL // OHV IDENTIFICATION NUMBER INSPECTION CERTIFICATE

Vehicle // Vessel // OHV Identification Number Inspection Certificate

INSURED TITLES

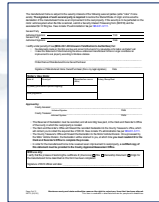
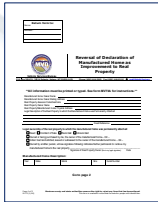
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POWER OF ATTORNEY



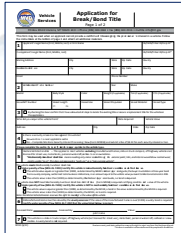
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REVERSAL OF DECLARATION OF MANUFACTURED HOME AS IMPROVEMENT TO REAL PROPERTY

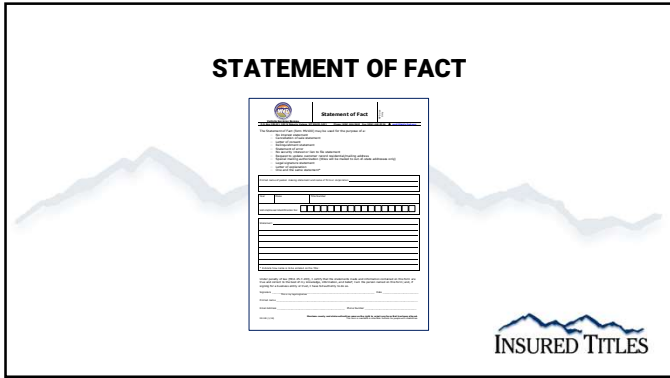


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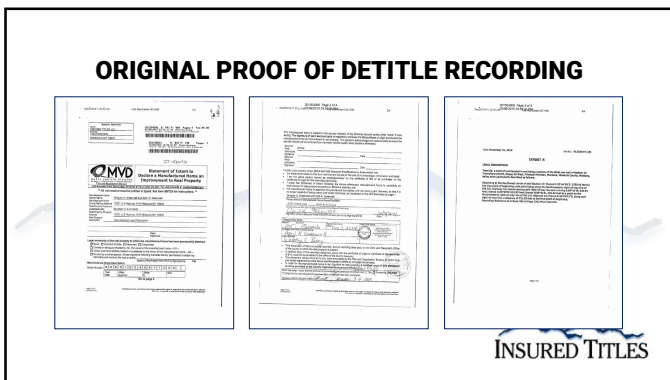
APPLICATION FOR BREAK / BOND TITLE



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