



Office of the Sierra County Assessor

1712 N. Date Street Suite C

Truth or Consequences, New Mexico 87901

Phone (575) 894-2589

Fax (575) 894-2829

Email: mhuston@sierraco.org

MICHAEL D. HUSTON
County Assessor

VIRGINIA G. WOMACK
Chief Deputy Assessor

MANUFACTURED HOME TAX RELEASE REQUEST

Tax Releases Will NOT Be Issued After 3:00pm Monday-Friday

Please Attach the Following Paperwork:

Manufactured Home Title (If copy we need front and back) -OR-
Manufactured Home Registration -OR-
MCO (Manufactured Certificate of Origin) -OR-
VIN Inspection with Surety Bond

____ (Please Initial) The Manufactured Home Owner needs to notify the Sierra County Assessor's Office of any changes occurring after submitting a Petition for a Tax Release.

VIN #: _____ UPC #: _____

Is this Manufactured Home part of the Mobile Home Dealers Inventory? ☐ Yes ☐ No

Home is currently located at: _____
(please provide complete address)

How Long has this Manufactured Home Been in Sierra County? _____
(Month) (Day) (Year)

Who did you purchase the Manufactured Home from? _____

Title will be transferred to: (Name should be the same as it appears on the Driver's License. Last Name First)

☐ Add Name: ☐ Remove Name:

Need Duplicate Manufactured Home Title? ☐ Yes ☐ No

Will home remain at Current Address? ☐ Yes ☐ No

If NO, Home will be moved to: _____

If you are moving the Manufactured Home to private land located within the County Limits;
We need a copy of the Placement Permit from the State of New Mexico.

____ (Please Initial) It is the responsibility of the Manufactured Home Owner to call the County where the Manufactured Home is going to be moved to; In order to find out if the Manufactured Home meets the requirements of that County before moving it.

(CONTINUED)

Mailing address of New Owner: _____
(please provide complete address)

Phone Number of New Owner: _____

Email Address of New Owner: _____

Do you need a Tax Calculation? ☐ Yes ☐ No

Have Taxes been paid for the Previous Year: ☐ Yes ☐ No ☐ Unknown

If YES, What County OR State: _____ Year(s): _____

If you paid taxes for the past five (5) years and/or current year in another County OR State; We need a copy of the Tax Release from that County OR State.

Place Lien: ☐ Yes ☐ No Remove Lien: ☐ Yes ☐ No

If YES, Name of Lien Holder: _____

Converting to Real Property UPC #: _____ For Year: _____

Deactivating MH Title*: ☐ Yes ☐ No Applying for NM Title: ☐ Yes ☐ No

- * If you are converting the Manufactured Home to Real Property and need to Deactivate the Manufactured Home Title; You will need to provide the following documents:
 - Request to Change Valuation Status Form
 - Request to Assess Manufactured Home as Real Property Form
 - State of New Mexico Certification
- * In the event that there is a Lien against the Manufactured Home; We need a **Release of Lien Letter** from the Lien Holder unless the Manufactured Home Title has the signature of the Lien Holder releasing the Lien.
- * The Deadline to convert Manufactured Home to Real Property is **January 1st**.
- * If you DO NOT have a copy of the Order of Events to assess a Manufactured Home as Real Property, you can ask the Assessor's Office Staff for a copy or visit our website at:
www.sierraco.org/departament/assessor/.

Repossession: ☐ Yes ☐ No

If YES, Name of Agency or Person who conducted the repossession: _____

Mailing Address: _____ Phone Number: _____

Name of Person Requesting Tax Release: _____ Date: _____

Phone Number of Person Requesting Tax Release: _____

The Assessor's Office will issue the Tax Release Request **ONLY IF ALL INFORMATION and/or DOCUMENTS** needed are provided at the time of the request. However, if any of this information or documentation is missing, the Assessor's Office **WILL DENY YOUR TAX RELEASE REQUEST.**

If you need further information, please call the Assessor's Office at (575) 894-2589. Thank You