



# Susquehanna County Assessment Office

31 Lake Ave., PO Box 218  
Montrose, PA 18801  
(570) 278-4600 (Ext 4001)

## Mobile Home Change of Ownership Form

- 1.) This form must be notarized! 2.) Seller and Buyer must be present at notary.
- a.) If the Seller is not present, the Buyer must provide proof of ownership.  
(ie: Bill of Sale or Mobile Home Title, Deed)
- b.) A Seller may not sign ownership into someone else's name.

Parcel ID being transferred- \_\_\_\_\_ - \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

The home was sold on \_\_\_\_\_ (Date)

Seller's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Buyer's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ VIN # \_\_\_\_\_

Is this home being moved to a new location? YES \_\_\_ NO \_\_\_

\*\*If YES, the new address is: \_\_\_\_\_

If you have answered YES, please attach a copy of the Mobile Home Removal Permit that **MUST** be issued by the tax collector. If you do not have a copy of the Removal Permit, the ownership change will not be processed through the Assessment Office.

\*\* If NO, **are there any taxes, both CURRENT and DELINQUENT due?** YES \_\_\_ NO \_\_\_

**\*Please be advised Taxes Due will stay with the Mobile/Manufactured home not the previous owner.**

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

(circle one) BUYER OR SELLER

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

(circle one) BUYER OR SELLER

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

(circle one) BUYER OR SELLER

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

(circle one) BUYER OR SELLER

Commonwealth of Pennsylvania  
County of Susquehanna

Commonwealth of Pennsylvania  
County of Susquehanna

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
Before me, the undersigning officer, personally appeared

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
Before me, the undersigning officer, personally appeared

\_\_\_\_\_  
In witness whereof, I hereunto set my hand and official seals.

\_\_\_\_\_  
In witness whereof, I hereunto set my hand and official seals.

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

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