LINCOLN COUNTY, COLORADO
ASSESSOR, CLERK, TREASURER

Check list for moving a used and titled manufactured home within Lincoln County and with ownership change:

You must obtain from the County Treasurer's office:

Tax Authentication and Moving Permit. You must obtain these from the County Treasurer. The County Treasurer will charge a $10 fee for the authentication and moving permit, and all outstanding taxes on the manufactured home must also be paid at this time. At the time of application, you must provide name of new owner and address, and the name of the mover of the manufactured home and the new site address where the manufactured home will be located.

To complete the title transfer you must submit to the vehicle licensing section in the County Clerk's office:

Ownership documents (Title, Court Order, etc.). You should have these documents in your possession.

Tax Authentication.

Form 2395 (Title and/or Registration Application) and applicable title fees. Blank forms may be obtained from the County Clerk's office, or online at: Colorado Department of Revenue, select Forms and Publications, Motor Vehicle, then select the appropriate form needed. The fees will be collected by the County Clerk's office.

The Security Agreement, if the purchase is financed. This document should have been provided to you by your lender. It must be recorded by the County Clerk and Recorder and recording fees will be charged.

You must submit for recording to the recording section of the County Clerk's office (recording fees will be charged):
The Manufactured Home Transfer Declaration (MHTD). This form must be completed and signed by the buyer or the seller. (Writable form*)

Manufactured Home Title. Copy of the front and back.

Verification of Title Application. Obtained from the vehicle licensing section as part of the process above.

*Writable forms may be filled in online and printed. The filled in portions will not be saved after printing. Writable forms can be found at Colorado Department of Property Taxation. Select the option "Forms" and the appropriate form needed.