

LINCOLN COUNTY, COLORADO  
ASSESSOR, CLERK, TREASURER

**Check list for a new manufactured home permanently affixed to the land:**

**You must submit to the vehicle licensing section in the County Clerk's office:**

**The Bill of Sale.** You should have received this from the seller when you purchased the home.

**The Manufacturer's Statement of Origin (MSO).** You should have received this from the seller when you purchased the home.

**Form DR2180 (Owner's Request to Purge).** 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. Form must be signed by the Assessor's office prior to submitting to the County Clerk's office.

**Form DR2171 (Lender's Request to Purge) (if applicable).** 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. Form must be signed by the lender prior to submitting to the County Clerk's office.

**You must submit for recording to the recording section of the County Clerk's office (recording fees will be charged):**

**Certificate of Permanent Location.** This form must be completed, signed, and notarized. (Writable form\*)

**The Manufacturer's Statement of Origin (MSO).** Copy of the front and back.

**Copy of the Bill of Sale.** You should have received this from the seller when you purchased the home.

**NOTE:** Manufactured homes permanently affixed to land located in incorporated cities and towns must have a signature of the authorized city or town building inspector or designated official on the Certificate of Permanent Location. In unincorporated areas of Lincoln County, the County Assessor's office is responsible for determining if the manufactured home is permanently affixed for valuation purposes. The Assessor's office IS NOT responsible for determining if either the home or the foundation does or will meet any building, plumbing, or electrical codes.

\*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.