



COUNTY OF INYO
TREASURER-TAX COLLECTOR
(P) 760-878-0312 / (F) 760-878-0311
inyottc@inyocounty.us
P.O. DRAWER O
INDEPENDENCE, CA 93526

MOBILEHOME TAX CLEARANCE CERTIFICATE REQUEST

Requested By: _____ Date: _____
Mailing Address: _____ Phone #: _____
(REQUIRED) _____ Email: _____
Escrow Officer: _____ Escrow #: _____
(IF APPLICABLE) (IF APPLICABLE)

Please provide all of the requested information pertaining to the current registration. We cannot issue a clearance without it. Complete this form and return it with a copy of the registration or title search.

ASSESSMENT / PIN NUMBER: _____

CURRENT REGISTRATION INFORMATION:

License / Decal #: _____ V.I.N. / Serial #: _____
Make (Manufacturer): _____ Year: _____

REGISTERED OWNER'S NAME (As shown on current title with State):

Seller / Current Owner: _____
Mailing Address: _____

Location of Home: _____
(Situs Address On Title) _____

NEW OWNER'S NAME (How new title should read):

Buyer / New Owner: _____
Mailing Address: _____

Future Location: _____
(If Being Moved) _____ Date Moved: _____

A COPY OF THE PINK SLIP, TITLE FROM HCD, OR CURRENT REGISTRATION MUST BE SUBMIT WITH THE COMPLETED REQUEST FORM.

PLEASE BE ADVISED THAT CURRENT AND ESTIMATED TAXES MUST BE PAID BEFORE A TAX CLEARANCE CERTIFICATE CAN BE ISSUED. THIS PAYMENT MUST BE SUBMITTED AS A CASHIER'S CHECK, MONEY ORDER, OR ESCROW CHECK WITH A COPY OF OUR OFFICE'S DEMAND.



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INSTRUCTIONS TO OBTAIN A TAX CLEARANCE CERTIFICATE

To issue a Tax Clearance, the County Tax Collector requires that the attached form be completed and accompanied by either:

1. A copy of the title search from Housing and Community Development
2. A copy of the pink slip
3. A copy of the last registration certificate on the mobilehome

If you do not have the required information, please contact the Department of Housing and Community Development at 651 Bannon Street Sacramento, CA 95811. You may also contact the Department of Housing and Community Development at 800-952-8356.

Following receipt of this information, the Tax Collector performs a search of the tax rolls to verify that mobilehome assessments exist for each applicable tax year following the date the mobilehome was originally entered on the County's tax rolls. Should an assessment for any tax year not be on the tax roll, escaped assessments for those years may be collected, as directed by the County Assessor's office. An escaped assessment is the result of an appraisable event that has not been reported to the County Assessor's office. Upon discovery, the property is reappraised to market value as of the date of the assessable event.

The owner of record on the lien date of January 1st becomes responsible for the taxes for the following fiscal year. Mobilehome estimates will be collected for the upcoming fiscal year beginning December 1st of each year until October of the following year in order to ensure those taxes are paid and a lien is not recorded under the previous owner's name.

Upon completion of your request, the Tax Collector will mail you a notice of the amount due and will, following receipt of payment, promptly issue the Tax Clearance Certificate by mail to the Requestor. Payment must be made by MONEY ORDER, CASHIER'S CHECK or ESCROW CHECK.

As you can see a number of steps are involved in finalizing this transaction. We ask and do appreciate your assistance and understanding. Tax Clearance Certificates **will not** be completed on a walk in basis, but are logged in and completed in the order received.