

Instructions for Completing Form T-229, Mobile/Manufactured Home Certificate of Removal from its Permanent Location

The owner(s) and the security interest holder(s) must complete the 'Certificate of **Removal** from Permanent Location', Form T-229, once the mobile/manufactured home is no longer classified as real estate property. Once the mobile/manufactured home is converted back to 'personal' property, no longer affixed to land, a certificate of title must be applied for on all 1963 and later year model homes. If the current owner is not the **same** owner(s) as the owner(s)' name(s) shown in the state's tag and title database, GRATIS (Georgia Registration and Title Information System), copies of deeds are required to show a complete chain of ownership of the home. Also, if there is **no** record of the filing of the mobile/manufactured home converted to real property, a valid certificate of title is required in the current owner(s)' name(s) or properly assigned to the current owner(s) using his/her full legal name(s). An individual's full legal name is his/her complete name as it appears on his/her valid driver's license or Georgia identification card. The title fee is \$18.00 and should be paid with a check or money order made payable to the Office of the Tax Commissioner.

Section 1: Insert the name and address of the person to whom a certified copy of the Certificate of Removal from Permanent Location (Form T-229) should be sent to by the county tag office once filed.

Sections 2-3: Insert the full legal name(s) and mailing address of the owner(s) of the mobile/manufactured home. Said owner(s) must also be the debtor(s) on any lien or security interest that should be perfected against the certificate of title. **Each** owner must be listed separately, and, if individuals, their last names should be listed first. If the mobile/manufactured home has more than two (2) owners, attach additional sheets.

Sections 4-5: Insert the full legal name(s) and mailing address of the holders of any unsatisfied security interests or liens against the mobile/manufactured home. **Each** lien holder/secured party must be listed separately, and if individuals, their last names should be listed first. If the home has more than two (2) lien holders/secured parties, attach additional sheets.

Section 6: Insert the vehicle identification number listed on the previous certificate of title and the certificate of title number. If the mobile/manufactured home consists of more than one (1) vehicle identification numbers, an additional form is required for **each** vehicle identification number (VIN).

Section 7: Insert the legal description of the land upon which the home was removed, including the deed book number, page number, and the name of the county in which said document is recorded.

Section 8: **Each** debtor must sign and date the Certificate of Removal from Permanent Location, Form T-229. **Each** lien holder/secured party must sign and date the Certificate of Removal from Permanent Location, Form T-229.

Upon receipt of the Certificate of Removal from Permanent Location (T-229 Form), the county tag office will forward a copy of the certification that the mobile home has been filed with the county and a new certificate of title has been issued to the Clerk of Superior Court.

Note:

A certificate of title must be applied for in conjunction with processing the Certificate of Removal from Permanent Location, Form T-229.

The certified copy of the Form T-229 will be stamped in the area designated for 'State Use Only' by the county tag office and forwarded to the Clerk of Superior Court. The Clerk's Office will provide a stamped copy of Form T-229 to the appropriate Board of Tax Assessor's office, if applicable.

Mobile/Manufactured Home Certificate of Removal from its Permanent Location

<p>Once the mobile/manufactured home is no longer classified as real estate property, a certificate of title must be applied for on all 1963 and later year model homes at the county tag office. The Form T-229 can also be filed at the county tag office where the mobile home is located.</p>	<p>State Use Only!</p>
<p>1. Mail certified copy to: (Name & Mailing Address)</p>	<p>This space for recording information only!</p>
<p>2. Debtor's Name and Mailing Address: (Last name first, if an individual)</p>	
<p>3. Debtor's Name and Mailing Address: (Last name first if an individual)</p>	
<p>4. Lien Holder/Secured Party's Name & Mailing Address: (Last name first, if an individual)</p>	
<p>5. Lien Holder/Secured Party's Name & Mailing Address: (Last name first, if an individual)</p>	
<p>6. This certifies <u>Removal</u> from Permanent Location which covers the following vehicle:</p>	
<p>VIN: _____ Last/Previous Title Number: _____</p>	
<p>7. Description of real estate to which this mobile/manufactured home was "<u>removed</u>".</p>	
<p>The deed to said real estate <u>was located</u> on page number:</p>	<p>In deed book number: _____ in the real estate records maintained by the Clerk of the Superior Court of _____ (Name of County)</p>
<p>8. Signature(s)</p>	<p>Date:</p>
<p>Debtor:</p>	<p>Date:</p>
<p>Debtor:</p>	<p>Date:</p>
<p>Lien Holder/Secured Party:</p>	<p>Date:</p>
<p>Lien Holder/Secured Party:</p>	<p>Date:</p>
<p>I hereby certify that this Certificate of Removal from Permanent Location has been filed in the records of the Clerk of Superior Court of _____ this _____ of _____, on</p> <p style="text-align: center;">(County Name) (Day) (Month)</p> <p>Page _____ of _____ (page #) (Deed Book Number) _____ (Deputy, Clerk of Superior Court)</p>	