



# Union County

## ASSESSOR

200 Court Street  
P.O. Box 430  
Clayton, NM 88415  
Phone: (575) 374-9441 Ext. 1 / Fax: (575)-374-2763

### SCHEDULE D MANUFACTURED HOME REPORT

**7-36-26 Special method of valuation; manufactured home.** E. Any person who fails to make a report under this section is liable for civil penalties. In the amount equal to 5% of the property taxes ultimately due on said properties.

A manufactured home is a house trailer, other than one held as inventory for sale or resale, which exceeds a width of eight feet or a length of forty feet and not equipped for the road. The owner of a manufactured home is required to report the manufactured home on an annual bases to the County Assessor of the county in which the manufactured home is located on January 1<sup>st</sup>. The report is required to be made no later than the last day of February of the current tax year.

#### **THE FOLLOWING INFORMATION MUST BE COMPLETED AND RETURNED**

Owner's Name: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Owner's Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Physical Location of Manufactured Home: \_\_\_\_\_

(Example: TWP/RNG/SECTION, address if different from Owner)

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_

Serial/VIN No.: \_\_\_\_\_ Size: \_\_\_\_\_

Year: \_\_\_\_\_ License Plate No.: \_\_\_\_\_

**\*\*PLEASE ATTACH A COPY OF TITLE AND/OR REGISTRATION\*\***

- ❖ Was Manufactured Home already located in Union County upon Purchase: YES \_\_\_\_ NO \_\_\_\_
- ❖ If YES what is the name of previous owner? \_\_\_\_\_
- ❖ Date Manufactured Home moved into Union County: \_\_\_\_\_
- ❖ Sale Price: \$\_\_\_\_\_ NEW: \_\_\_\_\_ USED: \_\_\_\_\_

**\*\*\*Before a Manufactured Home can be moved or demolished:** The Assessor's Office must be notified. All past and current taxes need to be paid. A field visit will need to be conducted to verify situs address, remove and or add the Manufactured Home to the tax roll for the upcoming tax year.

**I HEREBY SWEAR THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

\_\_\_\_\_  
*Signature of Owner of Manufactured Home or Authorized Agent*

\_\_\_\_\_  
*Date*