

**APPLICATION FOR CONVERSION OF A MOBILE HOME TO REAL
PROPERTY FOR TAX PURPOSES ONLY**

Please use this application as a guide to the requirements necessary for conversion. Check off each requirement when it has been met and file this application with the Real Estate Assessor. **Single-wide mobile homes are only taxed as personal property at this time.** We consider single-wide mobile homes to be **18 feet in width or less**, not including any porches, decks, or other alterations.

- ___ Physical alterations have been made to that makes the mobile home a permanent part of the underlying real property, including a solid foundation on which the mobile home is permanently secured upon. (poured concrete, block, etc.)

- ___ Permanent water and sewer facilities are present.

- ___ The size of the lot conforms to all subdivision and zoning requirements for single family dwellings.

- ___ The owner of the mobile home is the exact same as the owner of the underlying property.

- ___ The title to the mobile home unit or units has been permanently retired to the Virginia Department of Motor Vehicles.

Landowner(s): _____

Address: _____

Parcel #: _____

The property owners listed above hereby certify that they have met all of the requirements listed above in order to complete the conversion of a mobile home becoming a permanent fixture of the underlying real property and that, short of demolition, the mobile home will never be removed and transported to another location. The above property owners hereby request that this property be taxed as real property and be so carried on the Prince George County tax rolls. All owners of record must sign this request. Please use reverse side if more signatures are required.

Signature: _____ Date: _____

Signature: _____ Date: _____

This form will not change any classification of any improvement. Homes built to H.U.D. code will remain H.U.D. manufactured homes and will not be considered modular (VA Building Code Compliant) by completing the steps on this form.