

Nelda Wells Spears
Assessor And Collector
of Taxes
Travis County Tax Office
5501 Airport Blvd.
Austin, TX 78751-1410



P. O. Box 149328
Austin, TX 78714-9328
(512) 854-9473 voice
(512) 854-9235 fax

MOBILE HOME TAX CERTIFICATE REQUEST FORM

****Please attach a copy of the mobile home **title** or copy of **bill of sale** with this request****

- ALL INFORMATION MUST BE COMPLETE AND LEGIBLE ON THIS FORM
- INCOMPLETE OR ILLEGIBLE INFORMATION **WILL NOT** BE ACCEPTED AND RETURNED TO THE REQUESTOR FOR CORRECTIONS.
- THE FIVE-DAY RESEARCH PERIOD WILL BEGIN ONLY WHEN THIS FORM HAS BEEN ACCEPTED BY THE TRAVIS COUNTY TAX OFFICE.
- THE FEE IS \$10.00 PER CERTIFICATE AND CAN BE PAID WITH CASH, CHECK OR CREDIT CARD
- 2004 TAXES ARE DUE WHEN CERTIFICATE IS ISSUED. AN ESTIMATED AMOUNT **MUST BE COLLECTED.**

TRAVIS COUNTY PARCEL# _____

CURRENT OWNER NAME:

ADDRESS: _____

PREVIOUS OWNER'S NAMES:

PREVIOUS ADDRESSES:

REQUESTOR INFORMATION

NAME: _____

ADDRESS: _____

PHONE: _____

SIGNATURE _____

INFORMATION ON THE MOBILE HOME:

TITLE: LABEL# _____

SERIAL # _____

MODEL NAME: _____

MAKE: _____

YEAR: _____

CURRENT LOCATION OF THE MOBILE HOME:

MOBILE HOME BEING MOVED TO:

OFFICE USE ONLY

TAXING JURISDICTIONS:

COUNTY:

CITY:

SCHOOL:

OTHER:

OTHER:

Certificate of Paid Taxes for Mobile Home

The law requires mobile home owners to secure proof of property tax payment before moving the mobile home. The certificate fee is \$10.00 and the procedure requires up to 5 days. In order to begin the procedure, owners must provide the mobile home serial number and other information. Owners will find assistance in identifying the serial number at the Texas Department of Housing and Community Affairs (512) 475-2200. To order a certificate of Paid Taxes for a Mobile Home located in Travis County you may contact the Tax Office at (512) 854-9473 for the form required or simply print the form that must be faxed or delivered to the Tax Office.

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