

Instructions & Requirements for a Manufactured Home Moving Certificate

To obtain a moving certificate for a manufactured home, please complete the Moving Certificate Application Form. Moving Certificates may take 3-5 business days to be completed and then will be mailed to the applicant. All fields on the form must be complete. If you have any questions, please contact the Spokane County Treasurer's Office (509-477-4713)

Additional Information for Submitting for a Moving permit:

- A copy of the title of the mobile home is required. If the title is not available, a registration or an affidavit in lieu that is stamped for Treasurer's Use Only by the Dept. Of Licensing (509-477-2222) may be accepted. (no exceptions, must have one of the above)
- All taxes must be paid in full on the manufactured home. In the event the manufactured home is moving out of county but within the State of Washington or to a dealer's lot/inventory, 1 future tax year's tax will be due, as well. Please contact the Spokane County Treasurer's Office (509-477-4713) to find out the amount of taxes that needs to be paid prior to submitting the moving certificate application.

The Moving Certificate will be valid for 4 weeks once it has been issued. If the "new location or mover/transporter" changes after the permit has been issued, please contact the Spokane County Treasurer's Office for a corrected permit. Once the Moving Certificate is completed and signed by the Spokane County Treasurer's Office, 2 copies of the moving certificate will be mailed/mailed to the applicant. One for the Mover/Transporter and one for the Taxpayer to take to the Dept. of Licensing to transfer title (if applicable). The Completed moving permit is the proof of taxes paid.