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MOBILE HOME/RV CHECKLIST

- SELLER SIGNS TITLE AND GIVES TO BUYER
 - SELLER TO KEEP A COPY
- SELLER PROVIDES BILL OF SALE TO BUYER
 - MAKE SURE TO HAVE ALL CONTACT INFORMATION OF THE SELLER AND BUYER ON THE BILL OF SALE
 - SELLER TO KEEP A COPY
- BUYER TAKES TITLE TO THE MOTOR VEHICLE DIVISION AND OBTAINS NEW TITLE
- BUYER PROVIDES ASSESSOR'S OFFICE COPY OF NEW TITLE TO TRANSFER MOBILE ACCOUNT INTO THEIR NAME
 - SELLER SHOULD MAKE SURE BUYER TRANSFERS THE TITLE
 - WE SUGGEST GOING TO MOTOR VEHICLE AND ASSESSOR'S OFFICE TOGETHER
 - IT IS SELLER'S RESPONSIBILITY TO MAKE SURE BUYER TRANSFERS THE TITLE AND PROVIDES ASSESSOR'S OFFICE WITH DOCUMENTATION
- IF BUYER DECIDES TO PUT AN ARIZONA LICENSE PLATE AND PAY FOR TAGS THROUGH THE MOTOR VEHICLE DIVISION
 - BUYER SHOULD ADVISE ASSESSOR'S OFFICE TO MAKE SURE THERE IS NO DOUBLE TAXATION
 - BUYER NEEDS TO PROVIDE COPY OF TITLE AND REGISTRATION TO ASSESSOR'S OFFICE SO ACCOUNT CAN BE DEACTIVATED
- PERSONAL PROPERTY TAXES ARE BETWEEN BUYER AND SELLER
 - A NEW TAX BILL IS NOT GENERATED FOR THE BUYER
 - BUYER CAN PAY TAX BILL EVEN IF IT IS IN SELLER'S NAME
 - IF SELLER OPTS FOR A LICENSE PLATE; SELLER(S) STILL RESPONSIBLE FOR ANY TAXES FOR THAT CALENDAR YEAR (LIEN DATE FOR TAX YEAR 2-17 WOULD BE 1/1/17)
- BUYER GOING TO MOVE MOBILE HOME
 - BUYER NEEDS TO REQUEST A 504 TAX CLEARANCE PERMIT THROUGH ASSESSOR'S OFFICE BEFORE MOVING MOBILE HOME OR TRAVEL TRAILER IF IT IS ON THE TAX ROLL
 - ALL PROPERTY TAXES MUST BE PAID BEFORE 504 PERMIT IS ISSUED
- BUYER PURCHASED MOBILE HOME/RV BUT NOT IMPROVEMENTS (AWNING, SHED, ETC)
 - SELLER WILL STILL RECEIVE A PERSONAL PROPERTY TAX STATEMENT FOR REMAINING IMPROVEMENTS
 - IF SELLER SELLS IMPROVEMENTS TO ANOTHER BUYER; SELLER NEEDS TO PROVIDE ASSESSOR'S OFFICE WITH BILL OF SALE AND ALL INFORMATION ON NEW OWNER

**IF MOBILE IS UNLIVABLE, ABANDONED, OR A HEALTH HAZARD – YOU MUST GET A DEMOLITION PERMIT BY CALLING COMMUNITY DEVELOPEMENT (928) 669-6138 AND HAVE THE UNIT DESTROYED.*