

I the undersigned hereby affirm that the attached document, including my exhibits, hereby submitted for recording does not contain the social security number of any person or persons (Per NRS 239B.030)

ASSESSOR'S PARCEL # 007-380-47
COUNTY OF Eureka

When recorded mail to:

Name:

Address/ City/ State/ Zip:

**AFFIDAVIT
CONVERSION OF
MANUFACTURED/MOBILE HOME
TO REAL PROPERTY NRS 361.244**

PART I: TO BE COMPLETED BY APPLICANT

MANUFACTURED/MOBILE HOME
INFORMATION

1. Owner/Buyer name Earl & Cherisse Hayward
2. Owner of land (if leased) N/A
3. Physical location of manufactured/mobile home 602 Sharrow Circle Drive Eureka, NV 89316
4. Manufactured/mobile home description: Manufacturer Guerdon Model _____
Model Year 1997 Serial # GDB01D08971023AB
Length 64' Width 27'
5. Mobile Home dealer (if new unit) N/A
6. Current lien holder (if any) N/A
7. New lienholder:
Name _____
Address _____

PART II: OWNER/BUYER SIGNATURE(S)

The undersigned, as owner(s)/buyer(s) of the above described manufactured/mobile home and real property affirm that the home has been installed in accordance with all state and local building codes and agree(s) to the conversion of the above described home to real property, understanding that any liens or encumbrances on the unit may become a lien on the land. **THE COUNTY ASSESSOR WILL NOT SIGN THIS AFFIDAVIT UNTIL PERSONAL PROPERTY TAXES ARE PAID IN FULL FOR THE CURRENT FISCAL YEAR. ALL DOCUMENTS RELATING TO THE MANUFACTURED/MOBILE HOME AS PERSONAL PROPERTY MUST BE SURRENDERED TO THE MANUFACTURED HOUSING DIVISION. THIS CONVERSION IS NOT VALID UNTIL ISSUANCE OF A "REAL PROPERTY NOTICE". THE MANUFACTURED/MOBILE HOME WILL THEN BE PLACED ON THE SUCCEEDING TAX ROLL AS REAL PROPERTY.**

EUREKA COUNTY, NV
LAND-CMH
Rec:\$37.00
Total:\$37.00

2020-240712
06/05/2020 10:59 AM
Pgs=6

EARL & CHERISSE HAYWARD



LISA HOEHNE, CLERK RECORDER

Earl Hayward
SIGNATURE-OWNER/BUYER DATE

Earl Hayward
PRINT NAME DATE

* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

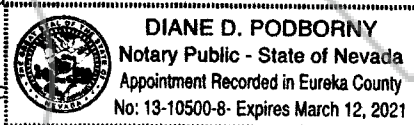
* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

On May 28, 20 20, before me the undersigned, a Notary Public, in and for the State of Nevada, County of Eureka personally appeared

Earl Hayward
who acknowledged that he executed the affidavit.

Diane D. Podborny Notary Public



see attached

PART III: TO BE COMPLETED BY COUNTY ASSESSOR

1. Assessor parcel # 007-380-47 is currently owned by Hayward, Earl A. & Cherisse A.
Signature below indicates that land ownership has been verified and any personal property taxes owed for the current fiscal year have been collected.

Signature of Assessor or Deputy Assessor Kaeli Bacon-Bowling Date 5/28/2020

PART IV: TO BE COMPLETED BY THE PUBLIC WORKS DEPARTMENT

1. Approved plot plan at this location verified by RTD/12 Date 06/01/2020

2. Foundation meets requirements for this jurisdiction for conversion from personal property to
real property verified by RTD/12 Date 06/01/2020

3. Verification that running gear has been removed by RTD/12 Date 06/01/2020

DISTRIBUTION:

ORIGINAL TO MANUFACTURED HOUSING DIV.

COPY TO LIENHOLDER OR OWNER/BUYER

COPY TO COUNTY ASSESSOR

Earl & Cherisse A. Hayward 5/28/2020

SIGNATURE-OWNER/BUYER DATE

Cherisse A. Hayward 5/28/2020
PRINT NAME DATE

* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

* * *
SIGNATURE-OWNER/BUYER DATE

PRINT NAME DATE

On May 28, 2020, before me the undersigned, a Notary Public, in and for the State of Nevada, County of Eureka, personally appeared

Cherisse A. Hayward,
who acknowledged that she executed the affidavit.

Diane D. Podborny

Notary Public



DIANE D. PODBORNY
Notary Public - State of Nevada
Appointment Recorded in Eureka County
No: 13-10500-8- Expires March 12, 2021

PART III: TO BE COMPLETED BY COUNTY ASSESSOR

1. Assessor parcel # 7-380-47 is currently owned by Earl & Cherisse Hayward
Signature below indicates that land ownership has been verified and any personal property taxes owed for the current fiscal year have been collected.

Signature of Assessor or Deputy Assessor Michael A. Means Date 5/28/2020

PART IV: TO BE COMPLETED BY THE PUBLIC WORKS DEPARTMENT

1. Approved plot plan at this location verified by RTD/2 Date 06/01/2020
2. Foundation meets requirements for this jurisdiction for conversion from personal property to real property verified by RTD/2 Date 06/01/2020
3. Verification that running gear has been removed by RTD/2 Date 06/01/2020

DISTRIBUTION:

ORIGINAL TO MANUFACTURED HOUSING DIV.

COPY TO LIENHOLDER OR OWNER/BUYER

COPY TO COUNTY ASSESSOR

CONVERSION OF MANUFACTURED/MOBILE HOME TO REAL PROPERTY

This is a cover sheet explaining the procedure for converting your manufactured home to real property.

THE ATTACHED AFFIDAVIT SHALL BE COMPLETED IN BLACK INK OR TYPEWRITTEN.

1. Completely fill out **PART I** of the attached Affidavit
2. Make sure you as the owner/buyer sign **PART II** in front of a **Notary**
3. Have the County Assessor complete **PART III**.
4. Have the Public Works Department complete **PART IV**.
5. Take the completed Affidavit to the Recorder's Office in the County Courthouse (20 S Main Street) and have the original **recorded**.
6. Then the original, recorded Affidavit **must be sent** with the **original title** and **\$40.00** to (we suggest you mail it Certified with Return Receipt):

Manufactured Housing Division
1535 Old Hot Springs Rd, Suite 60
Carson City, NV 89706
(775) 687-2060

Notes:

If a **title company** is handling the paperwork for you (processing fee is applicable), make sure they receive the original, recorded Affidavit so they can mail all the necessary paperwork for you. The title company will need to obtain the title from the current lien holder (if applicable).

If **you** are handling the conversion process yourself you will need to contact the current lien holder (if applicable) to notify them of your intent to convert your manufactured/mobile home to real property.

Be very careful with the serial number, the length of the manufactured/mobile home (feet or inches) and how you sign your name on this form. The information **must match exactly** as it appears on the title or Manufactured Housing will send the paperwork back to you or whoever handled the conversion for you. This is considered a legal document and must be filled out correctly.

When all the paperwork is filled out correctly, Manufactured Housing will then destroy the title and mail a copy of the Real Property Notice to the Assessor's Office and to your new lien holder (this process takes approximately 4-6 weeks). **Taxes must be paid in full** for the current fiscal year on the manufactured/mobile home. The Assessor's Office will then measure and inspect your home for the purpose of converting to real property. After the paperwork is completed by the Assessor's Office then **and only then will the conversion be complete** and the manufactured/mobile home will be placed on the next succeeding real property tax role.

According to **NRS 361.244**

2. A mobile home becomes real property when the assessor of the county in which the mobile home is located has placed it on the tax roll as real property. The assessor shall not place a mobile home on a tax roll until:

- a) He has received verification from the Manufactured Housing Division ...that there is no security interest in the mobile home or the holders of the security interests have agreed in writing to the conversion of the mobile home to real property.

If you have any questions, do not hesitate to contact the Eureka County Assessor's Office (775) 237-5270.

REQUEST FOR INSPECTION TO CONVERT MOBILE/MANUFACTURED HOME TO REAL PROPERTY

Name Earl A. Hayward Phone (775) 385-1744
Mobile Home
Address P.O. Box 352 Eureka, NV 89316
Mailing
Address 602 Sharrow Circle Eureka, NV 89316

\$100.00 INSPECTION FEE

ALL INSPECTIONS OF MOBILE HOME CONVERSION WILL BE MADE BY THE EUREKA COUNTY PUBLIC WORKS DEPARTMENT, AND THE FOLLOWING MUST BE PRESENT:

1. The mobile home shall be set up as required by N.R.S. 489 and shall have a current State of Nevada inspection certificate for that location.
2. All installations to be converted to real property shall have continuous poured-in-place footings under each support frame. Footings shall be a minimum sixteen inches (16") x six inches (6") with two (2) #4 rebar in each footing, running continuous.
3. Tie-downs shall be placed in the outside footings ten feet (10') on center maximum, and twenty-four inches (24") from the ends of all footings.
4. On existing mobile homes where poured-in-place runners exist, approved drive-in anchors may be allowed. The maximum distance between drive-in anchors shall be six feet (6') on center.
5. Perimeter enclosure must be constructed of concrete or concrete block, with a minimum width of four inches (4").
6. All perimeter concrete placed shall extend a minimum of thirty-six inches (36") below grade where subject to freezing and thawing conditions.
7. Two access holes must be provided, minimum eighteen inches (18") x twenty-four inches (24") or larger.
8. Crawl space must be provided with adequate ventilation.
9. All wheels, axles, and tongues must be removed.
10. Minimum standards as set forth above must be met. Engineering and/or other supporting facts shall be supplied to the Public Works Department.

All design and construction must incorporate good engineering standards and construction practices and shall not void the mobile home manufacturer's requirements.

When all the above requirements have been met, contact the Eureka County Assessor's Office, 20 South Main St., P.O. Box 88, Eureka, Nevada, 89316 or call (775) 237-5270, to complete conversion requirements.

Public Works Inspector
Signature

Lester Porter

Date

6-1-2020

Chapter 15.08.140 05/06/99

eucomh/rp

APPROVED INSTALLATION

SITE *Shannonville*

DATE *02-26-98* S/N *0253A/2*

INSPECTION AGENCY *Samuel W. [illegible]*

INSTALLER *[illegible]* LIC # *[illegible]*

THIS LABEL REMAINS
PROPERTY OF THE
STATE OF NEVADA
MANUFACTURED
HOUSING DIVISION

CONTROL NUMBER *IN*

