

What do I do if I or a family member have lost the title to my home?

If you had the title to your home at one time but for some reason it has since been lost the process to replace that title is simple.

- Go to your local Vehicle Licensing Office (VLO) and pick up, **or** visit the Department of Licensing website and print out, an **Affidavit of Loss** form (see end of brochure for list of links to all forms mentioned in this document).
- Fill out the form, have it notarized, include the \$31 application fee and drop it off at the VLO or mail it in to the VLO. The title should arrive within 8-10 weeks. If you would like your copy of the title sooner you can pay an \$81 fee to get your copy the next day.
- All registered owners of the mobile home must sign the form. If you are unsure how many owners are registered for your home, ask the VLO for, or print out, a **Vehicle Record Request** form. Fill it out, send it in to the VLO, and you will be sent a list of registered owners. There should be no fee for this form.

What do I do if I never received the title or the person I purchased the home from refuses to give me the title?

How can I get it?

If you purchased your home but for whatever reason did not receive the title either here is how to get the title to your home:

- Go to the county Assessor's office and obtain the VIN or TPO number of your home. Explain to them why you are asking for the information. The Assessor will be able to find these numbers and any other information on your home you may need for the next step.
- Take the information you received from the Assessor's office and visit the Auditor's office. The Auditor's office will tell you what forms you need to fill out or what other departments you may need to visit. It may be you have sufficient proof that you are the owner, ask the Auditor's office if they will accept a **Real Estate Excise Tax Affidavit** form as proof of title. This form helps prove ownership because it shows who is paying the taxes for the home.
- However, if you are not listed as the registered owner (this happens when homes are sold but the registration information never gets updated with the Department of Licensing) you will need to go to the Department of Licensing and they will direct you on what steps to take next.



Lost Title—Another Option:

Visit your county Auditor's office and talk with them about a **Real Estate Excise Tax Affidavit** form. You will need your home's VIN or TPO number. If you are not sure what that is or where to find your VIN or TPO number first visit the county Assessor's Office and they will be able to assist you. If you already have the Excise Tax Affidavit form ask your Auditor's office if they will accept it as proof of title. If so, you do not need to fill out an Affidavit of Loss form with the Department of Licensing.



Where can I get the forms I need?

You can call the Department of Licensing at 360-902-3770 or visit your local Vehicle Licensing Office and ask for a copy of all the forms listed here.

Have more questions? Call your county Auditor's office or email the Department of Licensing at: titles@dol.wa.gov.

- If you have access to the internet here are the links to the forms on the Department of Licensing website:
- **Affidavit of Loss/Release of Interest:**
<http://www.dol.wa.gov/forms/420040.pdf>
- **Vehicle Records Request:**
<http://www.dol.wa.gov/forms/224003.pdf>
- **Real Estate Excise Tax Affidavit:**
http://dor.wa.gov/Docs/forms/RealEstExcsTx/RealEstExTxMbleHome_E.pdf
- **Department of Licensing, Titles section:**
www.dol.wa.gov/vehicleregistration/replacetitle.html

Missing or Lost Title

(Proof of Ownership)

Instructions for replacing a lost title or obtaining a title not delivered when your home was purchased.

**ASSOCIATION OF
MANUFACTURED
HOME OWNERS**

AMHOhelp@gmail.com
(253) 973-5868