

Instructions

MANUFACTURED HOME AFFIDAVIT OF SEVERANCE READ BEFORE COMPLETING AN AFFIDAVIT OF SEVERANCE

Minn. Stat. § 168A.142 provides a process to unaffix a manufactured home that is affixed to real property, allowing the homeowner to secure a title for the manufactured home from the Minnesota Department of Public Safety Driver and Vehicle Services.

Prior to making application to the Minnesota Department of Public Safety for issuance of a manufactured home title when unaffixed from real property, you will need to obtain several documents described below. It is recommended that you personally retain copies of each document that you provide to the County or Minnesota Department of Public Safety:

- An **Affidavit of Severance** (PS2027) that satisfies the requirements of *Minn. Stat. § 168A.142*. This is to be completed by the homeowner and must be notarized.
- A **copy of the legal description of the property provided to the homeowner by the County** where the manufactured home was or is affixed as required under *Minn. Stat. § 273.125 subd. 8 paragraph (b)* (included with **Exhibit A**).
- A **written statement from the County Auditor or County Treasurer** of the county in which the manufactured home is located and affixed, **stating that all property taxes payable in the current year**, as provided under *Minn. Stat. § 273.125 subd. 8 paragraph (b)*, **have been paid on the manufactured home** (label as **Exhibit A**). The County Auditor/Treasurer performs tax administration including land transfers, name and address maintenance, tax calculation, and special assessments and settlements.
- A **certified copy of the Affidavit of Severance** recorded with the County in which the manufactured home was affixed. The County Recorder is the custodian of all records of the county pertaining to property titles and transfers and will issue the certified copy. There will be a fee to the County for obtaining the certified copy.

Upon obtaining the **certified copy of the Affidavit of Severance**, the person designated in the **Affidavit** must deliver the certified copy to the County Auditor of the county in which the real estate to which the manufactured home was affixed.

- A separate **Attorney Opinion on Affidavit of Severance** (PS2028) as described in *Minn. Stat. § 168A.142 subd. 2 (2)*, attached to the **Affidavit of Severance** (use the form provided). Only a licensed Minnesota attorney is permitted to certify that the information provided on the **Affidavit of Severance** is true and accurate and satisfies the requirements of the statute.
- **Mail all documents:**
 1. **Certified true copy of the recorded Affidavit of Severance** (PS2027)
 2. **Attorney Opinion on Affidavit of Severance** (PS2028)
 3. **Application for Title** (PS2000)
 4. **Copy of Legal Description of Real Property** ("Exhibit A")
 5. **Additional supporting documents**, if applicable: Copy of release or satisfaction obtained for security interest filed with the County ("**Exhibit B**"); Facts that could affect the validity of the title ("**Exhibit C**")
 6. **Check or money order**, payable to DVS in the amount of \$20.75 (add \$2 to record each lien)

**To Driver and Vehicle Services: Minnesota Department of Public Safety
Driver and Vehicle Services Division
445 Minnesota Street
Saint Paul, MN 55101-5197**

5. I also conducted an examination of the title of the above referenced real property, as described above, by doing the following: *Describe the nature of the examination of title performed prior to giving this opinion. Enclose any relevant documents.*

6. Based on my examination described above, it is my opinion that neither the manufactured home nor the real property on which it is located, are subject to any recorded mortgages, security interests, liens, or other encumbrances of any kind.
7. I am unaware of any facts or circumstances that could affect the validity of the title of the manufactured home, or the existence or nonexistence of any recorded mortgages, security interests, liens, or other encumbrances of any kind, other than property taxes payable in the year this affidavit is signed.
8. I certify that I have reviewed all the provisions of the enclosed Affidavit of Severance, and hereby certify that they are correct and complete to the best of my knowledge *Enclose the **Affidavit of Severance**.*
9. Additional Attorney comments:

	X		
Printed or Type Name of Minnesota Attorney	Signature of Minnesota Attorney		
Signed and attested before me on _____ (date)			
X			
Notary Signature			
County	State	My Commission Expires	<i>Notary Stamp</i>