

Manufactured Home Removed From Real Estate Checklist

South Dakota Department of Revenue
Division of Motor Vehicles
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Checklist

Documentation that must accompany a request for conversion of a manufactured home real estate record to a certificate of title:

- ___ current tax affidavit from the county treasurer in which the home is located;
- ___ affidavit of declaration for a manufactured home removed from real estate (MV-003)

An Independent Report that contains the following:

- ___ legal description of the real estate upon which the home is located;
- ___ listing of liens or encumbrances against the home or the real estate upon which the home is located;
- ___ current owner of the home;
- ___ affidavit stating a lien search has been conducted of all records of the following offices where the home is located and describing any liens revealed by the search:
 - ___ register of deeds
 - ___ clerk of courts
 - ___ county treasurer
 - ___ secretary of state
- ___ If any liens, a lien release for each lienholder.