

**WISCONSIN  
MANUFACTURED HOME  
CERTIFICATE OF TITLE APPLICATION**

Title No:	
Reg Obj No:	
Amount Received	
Check	Cash

<http://www.commerce.state.wi.us/SB/SB-DivForms.html#manhome>

PLEASE PRINT CLEARLY. OWNER INFORMATION IS THAT TO BE SHOWN ON THE NEW TITLE.

**\*DO NOT WRITE ABOVE THIS LINE\***

<b>Section A – Owner Information</b>		Application Type (check one) <input type="checkbox"/> Title Transfer <input type="checkbox"/> Original Title <input type="checkbox"/> Salvage Title <input type="checkbox"/> Flood Damage <input type="checkbox"/> Replacement Title	
Buyer/Owner Legal Name – Last	First	Middle Initial	(Area Code) Phone Number
Co-Owner (if any) – Last Name	First	Middle Initial	
<input type="checkbox"/> AND			
<input type="checkbox"/> OR			
Mailing Address	City	State	Zip Code

<b>Section B – Manufactured Home Information</b>			
Manufactured Home (Serial) Identification Number	Model Year	Manufacturer/Trade Name	Body Width X Body Length [w/hitch]
			HUD Numbers
Manufactured Home located in County			Address for location of manufactured home
OF:			

<b>Section C – Loan Information</b>			
If no secured party check <input type="checkbox"/> None	List all SECURED PARTY NAME(S) (lienholders)	Street Address, City, State, Zip Code	(Area Code) Phone Number

<b>Section D – Fees – See Section D on back of form for instructions</b>	
Title (Original and Transfer) Fee \$23.00	\$ _____
(OR) Title Replacement Fee \$8.00	\$ _____
(OR) Surviving Spouse Title Fee \$15.50	\$ _____
Loan Filing Fee \$4.00 (pay fee for each new loan in section C)	\$ _____
Requests for Fast Service Fee \$15.00 (Per Application)	\$ _____
ENTER FEE TOTAL .....	\$ _____

Title Method – One of the following must be attached. <input type="checkbox"/> Certificate or Statement of Origin <input type="checkbox"/> Previous Dept of Commerce Title <input type="checkbox"/> Previous Dept. of Transportation Title <input type="checkbox"/> Indemnity Form – Bill of Sale-SBD-10688 <input type="checkbox"/> Indemnity Form – Supporting Documents-SBD-10688 <input type="checkbox"/> Landlord Lien – Abandoned-SBD-10702 <input type="checkbox"/> Repossession-SBD-10699 <input type="checkbox"/> Court Order
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<b>Section E – Seller or Licensed Dealer’s Statement of Sale and Warranty</b> Completed only if purchased through a dealer		For value received I hereby sell, assign or trade the home described on this document to the purchaser(s) named in Section “A” and I certify that all liens shown on the Certificate of Title and all applicable sales taxes are paid.
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SELLER or DEALER Name	Dealer Number	Date Dealer License Expires	(Area Code) Phone Number
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Wisconsin Dealer Signature also serves as evidence of application for title and payment of fees.

X

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(Print Name of Seller or Dealer’s Authorized Agent) \_\_\_\_\_ (Signature of Seller or Dealer’s Authorized Agent) \_\_\_\_\_ (Date)

WISCONSIN DEPARTMENT OF REVENUE SELLER’S PERMIT NUMBER

<b>Section F - CERTIFICATION – I (we) certify that the information and statements on this application are true and correct. If an owner is under 18 years old, a separate completed Consent to Purchase form must be included with this application. s In accordance with Wis. Stat. s. 101.9204 (2) Any person who knowingly makes a false statement in an application for a certificate of title is guilty of a Class H felony.</b>
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X \_\_\_\_\_ X \_\_\_\_\_  
 (Owner Signature shown in Section A) (Date) (Co-Owner Signature) (Date)

**Did you:**

- Enclose a signed check made out to “Dept. of Commerce”?
  - Enclose your original title if needed?
  - Sign the application?
  - Make a copy of all documents for your records?
- SBD-10687 (R 4/08)

Mail the original title application (not a copy) and check to:  
**Wisconsin Department of Commerce**  
**Division of Safety & Buildings**  
**P.O. Box 1355**  
**Madison, WI 53701-1355**  
**Phone - (608) 264-9596**

For overnight delivery, use carrier with overnight service and send to:  
**Safety and Buildings Division**  
**Manufactured Home Unit**  
**201 W Washington Ave**  
**Madison, WI 53703**  
**\*\*Fast Service Fees Apply.**  
**Refer to Section D. \*\***

# How to Complete This Application

If you have questions, contact the Safety and Buildings Division Manufactured Home Unit, 608-264-9596; TTY 608-264-8777, manf-homes@commerce.state.wi.us.

To get a title for a manufactured home, you must complete Sections A through F as they apply.

Include the original Certificate of Title of Manufactured Home (not a copy) for a used manufactured home.

(OR) Include the original Manufacturer's Certificate of Origin for a new Manufactured Home.

To replace a lost or damaged manufactured home title, complete Sections **A - F** as they apply. Note - The replacement manufactured home title voids all previous certificates.

## A. Owner Information

-Application Type:

**Wisconsin Title Transfer** – This Wisconsin titled manufactured home is being transferred to another owner or a name is being added or deleted from the existing title. Adding or deleting a spouse's name from the title is considered a transfer of ownership. Title Fee = \$23. If there is a secured party on the title document accompanying this application, an original lien release is required.

**Original Wisconsin Title** – The manufactured home to be registered has never been titled or was last titled in another state or country. Title fee = \$23. Submit the Manufacturer's Certificate of Origin (if new home) or original Certificate of Title (if used home).

**Salvage Title** – A Wisconsin salvage title is for:

- A manufactured home that does not meet the definition of "junk" and is damaged by collision, flood damage or other occurrence to the extent that the estimated or actual cost, whichever is greater, or repairing the manufactured home exceeds 70% of its fair market value. "Junked" means dismantled for parts or scrapped.

- A manufactured home which was last titled in another state as a salvage home.

**Flood Damage** – a home damaged by water to the extent that the estimated or actual repair costs, whichever is greater, exceeds 70% of fair market value.

**Replacement Title** – The manufactured home was previously titled in your name and it has been lost, stolen, or mutilated.

-OWNER INFORMATION:

**Owner/Co-owner** – The names that will be on the new title. "And" means all owners must sign to transfer ownership. "Or" means only one owner must sign. For additional names, attach a separate sheet of paper.

**FEIN** – Federal Employer Identification Number for corporations or other non-individual owners.

**B. Manufactured Home Information** – Enter all information about the manufactured home.

**C. Loan Information** - If you borrowed money for this home, contact the lender for the correct information. Please show complete mailing address. Loan filing fee is \$4 for each **new** loan.

**D. Fees** - Pay \$23 title fee if you are changing the owner(s) on the certificate, or titling the home in Wisconsin for the first time.  
Pay \$8 title replacement fee if replacing a lost, stolen or mutilated Wisconsin title that was previously titled in your name.  
Pay \$15.50 surviving spouse fee if removing name of deceased spouse as a registered owner. A separate surviving spouse form must be included with this application.  
Pay \$4 loan filing fee for each new loan.  
Pay \$15 for fast service requests. (Per Application)

**E. Licensed Dealer's Statement of Sale and Warranty** – If the sale is a "Courtesy Delivery" or a "Consigned Manufactured Home", write this in the Dealer Number space.

**Sales Tax** - The Dealer signature also serves as evidence that the appropriate sales taxes have been collected and forwarded to the Department of Revenue.

Note: The amount subject to sales tax for new homes is 65% of the full purchase price of home described in section B. No sales tax is owed for used homes.

**Out of state dealers** must contact the Manufactured Home Unit for additional instructions.

**F. Owners Signature(s)** – All owner(s) shown in Section A must sign. If an owner is under 18, a separate completed Consent of Purchase form must be included with this application.

Release of Information - The Wisconsin Department of Commerce may use the personal information you provided for secondary purposes [Privacy Laws s. 15.04 (1) (m) Stats.]

Mail to: Safety and Building Division, Manufactured Home Unit, P.O. Box 1355, Madison, WI 53701-1355