

**STATE OF ARIZONA**

**MANUFACTURED HOUSING, MOBILE HOME AND MOBILE OFFICE**

REPORT FOR  
MONTH AND YEAR \_\_\_\_\_

\_\_\_\_\_  
Dealer Name and License Number

**ACQUISITION AND SALES REPORT  
(SEE INSTRUCTIONS PAGE)**

Page \_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_  
Mailing Address

| PREVIOUS OWNER AND LOCATION<br>(WHERE UNIT WAS LOCATED) | CO.<br>NO. | NEW OWNER AND LOCATION<br>(WHERE UNIT CAN BE INSPECTED) | CO.<br>NO. | RE-<br>LOC<br>(Y / N) | RES.<br>OR<br>OFF. | SGL.<br>OR<br>DBL. | MANUFACTURER<br>MODEL NAME | COMPLETE SERIAL NUMBER<br>(ON TITLE)<br>MODEL YEAR      SIZE | LIST PRICE<br>(ON TITLE)<br>SELLING PRICE |
|---|------------|---|------------|-----------------------|--------------------|--------------------|----------------------------|--|---|
| (1)   | (2)        | (3)   | (4)        | (5)                   | (6)                | (7)                | (8)                        | (9)  | (10)                                      |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |
|   |            |   |            |                       |                    |                    |                            | SER. #   | \$  |
|   |            |   |            |                       |                    |                    |                            | YR _____ X _____   | \$  |

Pursuant to **A.R.S. § 41-2187**, Reports by dealers or brokers to the department of revenue and county assessor. "Every dealer or broker, as defined in A.R.S. § 41-2142, who acquires or sells a previously titled manufactured home or mobile home, [or park model] as defined in A.R.S. § 42-19151, shall submit a written report of all such acquisitions and sales to the department of revenue, [Property Tax Division] and to the county assessor of the county where such dealer or broker is located. Such report shall be submitted by the fifteenth day of each month for the period of the previous calendar month..."

Electronic copies of this form are available at: [www.azdor.gov](http://www.azdor.gov)

Completed forms must be sent by the 15th of the following month to: Arizona Department of Revenue, Personal Property Unit, Room 820, 1600 W. Monroe, Phoenix, AZ 85007, FAX (602) 542-4425.

Send a copy to your local County Assessor (See back for addresses and FAX numbers).

\_\_\_\_\_  
Prepared By (Print)

\_\_\_\_\_  
Preparer's Phone Number

## GENERAL INSTRUCTIONS:

### ALL INFORMATION MUST BE TYPED or PRINTED

- **Report must be filed even if there were no transactions.**
- Dealer Plate and License Number as issued by Department of Transportation.
- Complete Dealer Name as it appears on Dealer License.
- Complete Address.
- Month and Year of sales being reported.
- Fill in all spaces, if information is not available indicate "UNK".

### THIS REPORT IS USED BY:

**COUNTY ASSESSOR:** To identify a change of ownership and / or location.

**DEPARTMENT OF REVENUE:** To calculate ratios of current sales values to original manufacturer's list prices by year of manufacture. These ratios are used by the Assessors to establish "Full Cash Values" for property taxation.

**NOTE:** Your report is not used by or furnished to the Income or Sales Tax Sections of the Department of Revenue.

### ACQUISITION AND SALES REPORT INSTRUCTIONS

1. **PREVIOUS OWNER and LOCATION:** Previous Owner (as per Title). Physical address where unit was located under previous owner.
2. **CO NO.:** Enter previous county number (reference chart on this page).
3. **NEW OWNER and LOCATION:** "New Owner" is the owner on the title as of the date of the report. If the title has been signed off to Dealer, then Dealer's Name must be reported. "Location" is where a new unit can be physically inspected if sold, or the dealer's sales lot if it is being held for resale.
4. **CO NO.:** Enter new county number (reference the chart on this page).
5. **RE-LOC. (Y / N).** Mark Y (YES) if the sale of the unit requires it to be moved to another site. Mark N (NO) if the unit will remain at its current site.
6. **RES. or OFF.** Enter "Res." if the unit is designed for use as a residence. Enter "Off." if the unit is designed for use as an office.
7. **SGL. or DBL.** Enter "Sgl." if the unit is a single wide. Enter "Dbl." if the unit is a double wide or a multiple unit configuration.
8. **MANUFACTURER:** Enter the name of the company that manufactured the unit.  
**MODEL NAME:** Enter the manufacturer's model name or number of the unit.
9. **COMPLETE SERIAL NUMBER:** Serial ID numbers are cold stamped on the tow bar / hitch or on the frame front cross member of each transportable section.  
**MDL YR:** Enter model year of manufacturer as recorded on the title.  
**SIZE:** Enter unit's exterior overall measurements as Width X Length.
10. **LIST PRICE (ON TITLE):** Manufacturer's List Price as shown on the title.  
**SELLING PRICE:** Enter the retail selling price of the unit.

### COUNTY NUMBER and COUNTY

| <u>CO NO.</u> | <u>COUNTY</u>  | <u>CO NO.</u> | <u>COUNTY</u>  |
|---------------|--|---------------|--|
| 1.            | <b>APACHE COUNTY ASSESSOR</b><br>P.O. BOX 770<br>ST. JOHNS, AZ. 85936<br>(928) 337-4364 FAX: (928) 337-3386<br>bjgreer@co.apache.az.us                                 | 9.            | <b>NAVAJO COUNTY ASSESSOR</b><br>P.O. BOX 668<br>HOLBROOK, AZ. 86025<br>(928) 524-4086 FAX (928) 524-4291<br>assessor@navajocountyaz.gov           |
| 2.            | <b>COCHISE COUNTY ASSESSOR</b><br>P.O. BOX 168<br>BISBEE, AZ 85603<br>(520) 432-8659 FAX: (520) 432-8698<br>assessor@cochise.az.gov                                    | 10.           | <b>PIMA COUNTY ASSESSOR</b><br>115 NORTH CHURCH AVENUE<br>TUCSON, AZ. 85701<br>(520) 740-8630 FAX: (520) 792-9825<br>june.melendez@pima.gov        |
| 3.            | <b>COCONINO COUNTY ASSESSOR</b><br>110 EAST CHERRY AVENUE<br>FLAGSTAFF, AZ. 86001<br>(928) 779-6502 FAX: (928) 779-6766<br>cwinquest@coconino.az.gov                   | 11.           | <b>PINAL COUNTY ASSESSOR</b><br>P.O. BOX 709<br>FLORENCE, AZ 85232<br>(520) 866-6361 FAX: (520) 866-6353<br>assessor@co.pinal.az.us                |
| 4.            | <b>GILA COUNTY ASSESSOR</b><br>1400 EAST ASH STREET<br>GLOBE, AZ 85501<br>(928) 425-3231 FAX: (928) 425-0408<br>cbranch@co.gila.az.us                                  | 12.           | <b>SANTA CRUZ COUNTY ASSESSOR</b><br>P.O. BOX 1150<br>NOGALES, AZ. 85621<br>(520) 375-8030 FAX: (520) 761-7814<br>gvasquez@co.santa-cruz.az.us     |
| 5.            | <b>GRAHAM COUNTY ASSESSOR</b><br>921 THATCHER BLVD.<br>SAFFORD, AZ 85546<br>(928) 428-2828 FAX: (928) 428-5951<br>vharalson@graham.az.gov                              | 13.           | <b>YAVAPAI COUNTY ASSESSOR</b><br>1015 FAIR STREET<br>PRESCOTT, AZ. 86305<br>(928) 771-3220 FAX: (928) 771-3181<br>paula.anderson@co.yavapai.az.us |
| 6.            | <b>GREENLEE COUNTY ASSESSOR</b><br>P.O. BOX 777<br>CLIFTON, AZ. 85533<br>(928) 865-5302 FAX: (928) 865-4417<br>jsalazar@co.greenlee.az.us                              | 14.           | <b>YUMA COUNTY ASSESSOR</b><br>410 SOUTH MAIDEN LN.<br>YUMA, AZ. 85364<br>(928) 373-6040 FAX: 373-6041<br>info@assr.co.yuma.az.us                  |
| 7.            | <b>MARICOPA COUNTY ASSESSOR</b><br>301 WEST JEFFERSON, MH Division<br>PHOENIX, AZ. 85003<br>(602) 506-3291 FAX: (602) 506-7335<br>mhpublicassistance@mail.maricopa.gov | 15.           | <b>LA PAZ COUNTY ASSESSOR</b><br>P.O. BOX 790<br>PARKER, AZ. 85344<br>(928) 669-6165 FAX: (928) 669-9740<br>acamacho@co.la-paz.az.us               |
| 8.            | <b>MOHAVE COUNTY ASSESSOR</b><br>P.O. BOX 7000<br>KINGMAN, AZ. 86402<br>(928) 753-0703 FAX: (928) 753-0749<br>wendy.willey@co.mohave.az.us                             |               |  |