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| Name of Mobile Home Owner (Exactly like title) | Phone Number | Map & Parcel |
| | | |
| Mailing Address, City, State, & Zip | PID # | |
| | | |
| Location Address, City, State, & Zip | Date | |
| | | |

Mobile Home/Mfg. Home Registration Instructions

Each office must sign off when complete.

Title _____

1. Tax Commissioner's Office (Room 182) Tax _____

First you will need a properly signed over title and proof of the current year taxes. (If taxes have not been paid you will need to go to the county where the home was located January 1st of the year to pay the taxes to get proof of the current year taxes.) (*If the home already has a current decal for Colquitt County you will not need to come back to this office as listed below.) You will receive a receipt showing the title has been changed over. The title will not print until all steps are complete. (ATTACH COPY OF TITLE RECEIPT AND TAX PROOF)

2. Tax Assessor's Office (Room 135) _____

Here you will register your home for taxation. You will need the title or receipt of title transfer in the correct name as well as the address of the home and the legal name that the land is listed so that the map & parcel number can be properly attached. When finished here you will get a printout showing that the home has been registered.

* If the home is not from Colquitt County, you will then need to go back to the Tax Commissioner's Office with the printout from the Tax Assessor's Office showing it has been registered to receive a current year decal for Colquitt County.

3. Solid Waste Department (Room 168) _____

Here you will sign up for your trash pick-up. This is not an option and is required. The above paperwork is required.

4A. Compliance (Room 109) _____

This is the last stop where you will get your relocation, building, and electrical permit (if needed). You must have ALL of the above steps complete in order to be issued a permit.

-OR-

4B. Tax Commissioner's Office (Room 182) _____

This is the last stop if you DO NOT need a moving permit. You MUST return the completed form to the Tax Commissioner's Office in order for your title to be printed and mailed to you.