

# Manufactured Structure Fees and Forms Needed

- All necessary forms and documents must be completed in full, signed by the appropriate parties and submitted to the Clatsop County Assessment and Taxation office in original form. (Copies are not accepted.)
- All taxes must be paid in full.
  - If the change is taking place after July 1, estimated advanced taxes must be paid in the form of certified funds. This amount can be obtained by contacting the Clatsop County Assessment and Taxation office.
- All fees must be paid in full and in the form of certified funds.

## **Changing Ownership on a Manufactured Structure:** Fee \$55.00

### Forms Needed:

- Notice of Sale/Change of Ownership Form
- Supplemental Information Form
- Original Title/Ownership Document
- Security Interest Holder Change Form (if there is a security interest holder)
- Bill of Sale

## **Exempting a Manufactured Structure from Ownership Document due to Demolishment:** No Fee

### Forms Needed:

- Multipurpose Form
- Supplemental Information Form
- Original Title/Ownership Document
- Security Interest Holder Change Form (if there is a security interest holder)
- Proof of Demolition (pictures, dump receipts, contractor invoices, etc.)

## **Exempting a Manufactured Structure from Ownership Document - Real Property:** Fee \$50.00

### Forms Needed:

- Multipurpose Form
- Supplemental Information Form
- Security Interest Holder Change Form (if there is a security interest holder)
- Current Title Report (not less than 7 days old)

- Original Title/Ownership Document
- Application to Exempt a Manufactured Structure from Ownership Document
  - The application needs to be recorded at the Clatsop County Clerk's office. Please visit the [Clatsop County Clerk's office page](#) for recording fees and requirements.

Please contact the Clatsop County Assessment & Taxation office with questions regarding ownership changes to Manufactured Structures. (503) 325-8522.