



# Albert Uresti, MPA, PCC

## Office of the Tax Assessor - Collector

### Manufactured Home Statement from Tax Assessor-Collector

Mobile Home Statements are issued in compliance with Section 1201.206(g) of the Texas Occupations Code and Section 32.03 of the Texas Property Tax Code. This statement is required to transfer ownership through Texas Department of Manufactured Housing and Community Affairs (TDHCA). This requirement does not apply to manufactured homes declared as real property with TDHCA.

Before a Mobile Home Statement may be issued, the tax year in which the sale occurs and all previous year taxes must be paid in full. Additionally, if the sale occurred January-September, the estimated current year tax must be paid in full. Please contact our office at (210) 335-6608 for the estimated tax amount.

E-mail Instructions: Submit payment online at [www.bexar.org/tax](http://www.bexar.org/tax) with e-Check or credit card. E-mail completed form to [assessingclerk@bexar.org](mailto:assessingclerk@bexar.org), Subject Line: **Mobile Home Request Account 00000000000**

Mailing Instructions: Make checks payable to: Albert Uresti, MPA, PCC, Bexar County Tax Assessor-Collector, c/o Assessing Section, P.O. Box 839950, San Antonio TX. 78283-3950.

Please allow up to 10 business days to process the request. Mobile Home certificates will be mailed or e-mailed according to delivery preference. Please note: There is a 15-day waiting period for all personal checks and credit card payments to clear.

DATE OF SALE	ACCOUNT NUMBER	LABEL NUMBER
CERTIFIED OWNER:		
PROPERTY ADDRESS:		
REQUESTOR NAME:		
PHONE NUMBER:		
<b>ESTIMATED TAX PAYMENT FOR UPCOMING TAX YEAR IS REQUIRED IF DATE OF SALE OCCURRED JANUARY – SEPTEMBER/OR PRIOR TO CERTIFICATION. PLEASE SUBMIT PAYMENT WITH REQUEST.</b>		
RELEASE OF LIEN YEARS:		
DELIVERY PREFERENCE:	<input type="checkbox"/> Mailing Address: _____	
	<input type="checkbox"/> E-mail Address: _____	
TAX OFFICE USE ONLY:	DT RCVD: <input type="checkbox"/> Mailed <input type="checkbox"/> E-Mailed	I0DD: _____
	Date: _____	TP 15DD: _____    QC: _____
		Processor: _____