

APN# _____
(Must match APN# on document to be Recorded)

County of _____

RECORDING COVER PAGE

(Must be Typed or Printed legibly in black ink only.
Do Not Print in 1" margins of this document)

Above Space for Recorder's Use Only

TITLE OF DOCUMENT:

AFFIDAVIT OF CONVERSION TO REAL PROPERTY T10

(Must match Title on document to be Recorded)

Please complete Affirmation Statement below:

I, the undersigned, hereby affirm that this document submitted for recording does not contain any personal information and/or social security number of any person or persons (Per NRS 239B.030)

SIGNATURE

TITLE

PRINT NAME

RECORDING REQUESTED BY:

Name

RETURN TO: Name: _____

Address: _____
Street City State Zip Code

MAIL TAX STATEMENT TO: (Applicable to documents transferring real property)

Name: _____

Address: _____
Street City State Zip Code

Department of Business & Industry
Nevada Housing Division
Form T10: Affidavit of Conversion to Real Property

Applicant Email Address: _____

Applicant Phone Number: _____

Preferred contact method for questions? ☐ Mail ☐ Phone ☐ Email

SECTION 1. STRUCTURE INFORMATION:

Important:

Use the exact information from your current title or a title search from our website when completing the form.

Year: _____ Manufacturer: _____ Model: _____

Serial #: _____ Size: _____

Physical Address of Structure:

Street: _____

City _____ State _____ Zip Code _____

SECTION 2. OWNER/BUYER AND LIENHOLDER INFORMATION FOR STRUCTURE:

Owner/Buyer(s) Names: _____ E-Mail Address: _____

Mailing Address: _____

City _____ State _____ Zip Code _____

Current Lienholder (If Any): _____

Mailing Address: _____

City _____ State _____ Zip Code _____

Assessor Parcel Number (APN): _____

SECTION 3. LEASED REAL PROPERTY (LAND)

*Complete only if Land is **Leased** in accordance with NRS 361.244.1.B*

Land Owner(s): _____ E-Mail Address: _____

Mailing Address: _____

City _____ State _____ Zip Code _____

Current Lienholder (If Any): _____

Mailing Address: _____

City _____ State _____ Zip Code _____

SECTION 4. BUILDING DEPARTMENT INFORMATION

Required for the following counties: Clark, Elko, Humboldt, Lander, Lyon, Pershing and Nye.

Building Permit No.: _____ (If Applicable)

Foundation System Installation Seal No.: _____

Enforcement Agency: _____

Agency Official Signature: _____

Agency Official Name: _____

Agency Official's Email: _____ Phone Number: _____

*This document is evidence that the indicated Enforcement Agency has issued a Certificate of Occupancy for installation of the Permanent Foundation System for the unit upon the real property, both as described herein, as of the date of recording by the County Recorder. When recorded, this document (**Form T10**) shall be submitted to the Nevada Housing Division.*

(Do not sign below until in front of a Notary)

SECTION 5. SIGNATURES AND NOTARIZATION

The undersigned, as owner(s)/buyer(s) of the above described manufactured/mobile home and real property (unless leased as indicated in **Section 3.** and financed in accordance with NRS 361.244.1.B), affirm that the running gear has been removed per NRS 361.244, the home has been installed in accordance with all state and local building codes and agree(s) to the conversion of the above described home to real property, understanding that any liens or encumbrances on the unit may become a lien on the land.

Signature of Manufactured Homeowner/Buyer (s)

Signature of Landowner (s) (If Leased)

Print Name

Print Name

Signature of Manufactured Homeowner/Buyer (s)

Print Name

(FOR NOTARY USE ONLY)

State of _____ County _____

Subscribed and sworn to before me,

State of _____ County _____

Subscribed and sworn to before me,

Name of Notary Public

Name of Notary Public

on this ____ day of _____, 20____ by

on this ____ day of _____, 20____ by

Printed name of party appearing before notary

Printed name of party appearing before notary

Notary Public Signature Notary Public Stamp

Notary Public Signature Notary Public Stamp

SECTION 6. AUTHORIZATION BY COUNTY ASSESSOR

County Assessor Signature

Date

Print Name

Personal property taxes must be paid in full for the current year. All documents relating to the manufactured home must be surrendered to the Nevada Housing Division. This conversion is not valid until issuance of a “Real Property Notice” to the assessor’s office. The manufactured house will then be placed on the next succeeding tax roll as real property.

Form T10: Form Instructions

Purpose: Use this form to convert a manufactured home from personal property to real property under NRS 361.244. This is typically required when the structure is permanently affixed to land.

Step 1: Complete the Form

Recording Cover Sheet

- Enter the APN (Assessor's Parcel Number) and County name.
- Complete the Affirmation Statement stating no personal information appears in the document.
- Include names/addresses for: Recording Requester, Return Address and Tax Statement Recipient (if applicable).

Section 1 – Structure Information

- Enter structure details: year, manufacturer, model, serial number, size, and complete address.
- Provide names listed on the current title and lienholders. Write "None" if not applicable.

Section 2 – Owner/Buyer and Lienholder Info

- List name, email, and mailing address for owner(s)
- Include name and mailing address for lienholder (if applicable)
- Include the **Assessor's Parcel Number (APN)** for the real property.

Section 3 – Leased Land (If Applicable)

- If land is leased under NRS 361.244.1.B, provide:
 - Landowner's name, email, and mailing address.
 - Any lienholder's contact info.

Section 4 – Building Department Authorization

- Required for the following counties: Clark, Elko, Humboldt, Lander, Lyon, Pershing, Nye. Provide:
 - Building Permit # and/or Foundation System Seal #, Enforcement agency name, Official's name, signature, phone, and email.

Section 5 – Signatures and Notarization

- Must be signed in front of a Notary by Homeowner/Buyer, Landowner (if different), Lienholder (if applicable).

Section 6 – County Assessor Authorization (Required)

- Assessor will sign and date. Conversion is not valid until a "Real Property Notice" is issued to the Assessor.

Step 2: Submit the Form With Proof of Payment

Once signed, notarized, and recorded with the County Recorder, submit the final version to:

Email (Preferred): submissions@housing.nv.gov

Mail:

Nevada Housing Division
Attn: Title Processing
1830 E. College Parkway, Suite 200
Carson City, NV 89706