

**Department of Business & Industry**  
**Nevada Housing Division**  
**Form T12: Bill of Sale**

This form can be used for non-compliant homes to provide proof of sale.

**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. CURRENT TITLED OWNER AND LIENHOLDER:**

Current Titled Owner(s) Email / Phone: \_\_\_\_\_

Current Titled Owner(s) Name(s): \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Current Lienholder on title (If Any): \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**SECTION 3. STATEMENT OF FACTS:**

I/We as the seller further state that to (my, our) knowledge, the structure is free and clear of any liens, encumbrances, lawful claims and demands of any person whatsoever, and that they structure is not involved in any existing or pending litigation. That in consideration of \$ \_\_\_\_\_ and other valuable consideration, the receipt whereof is hereby acknowledged, the undersigned (Seller) does hereby sell, transfer and deliver on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ his/her right, title and interest in the above described structure to the following purchaser(s) / new owner(s) in Section 4.

**SECTION 4. NEW OWNER(S):** Please type or print clearly and legibly all names to be shown on the title.

New Owner(s) Name(s): \_\_\_\_\_

New Owner Email Address: \_\_\_\_\_

New Owner Phone Number: \_\_\_\_\_

New Owner(s) Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**SECTION 5. SIGNATURES AND NOTARIZATION: Do not sign until in front of a Notary**

\_\_\_\_\_  
Signature of Title Owner on Record

\_\_\_\_\_  
Signature of Additional Title Owner on Record

State of \_\_\_\_\_ County \_\_\_\_\_

Subscribed and sworn to before me,

\_\_\_\_\_  
Name of Notary Public

on this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ by

\_\_\_\_\_  
Printed name of party appearing before notary

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Stamp

# Form T12 – Form Instructions

**Purpose:** Use this form to record the sale and transfer of a manufactured home. This document provides evidence of sale but does not by itself transfer title.

## Step 1: Complete the Form

### Section 1 – Structure Info

- Enter year, manufacturer, model, serial number, size, and physical location.
- Use exact info from the current title or a title search.

### Section 2 – Current Owner & Lienholder Info

- Provide current titled owner name(s) and contact information.
- Provide lienholder legal name, email, and mailing address.

### Section 3 – Statement of Facts: Seller Declaration

- The seller affirms that:
  - The structure is free of liens, encumbrances, or legal claims.
  - No known litigation involves the structure.
  - In exchange for an amount (stated in dollars), the seller transfers all rights and interest to the purchaser(s).
- Enter the date of sale.

### Section 4 – New Owner(s)

- Enter the name of all new owners as they should appear on the title.
- Provide email and phone number for the main contact.
- Provide full mailing address for the main contact.

### Section 5 – Signatures & Notarization

- **Seller(s) must sign** the form in front of a **Notary Public**.

## Step 2: Submit the Form

This form may accompany other documents when applying for a new title (e.g., T1). This is a supporting document only and does not serve as a substitute for title transfer

**Email (Preferred):** [submissions@housing.nv.gov](mailto:submissions@housing.nv.gov)

### Mail:

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