For more information, please call:

1-800-964-0852  
Toll-free in Washington  
or  
(360) 725-2971

Or visit our website at  
www.commerce.wa.gov
Each city or county within Washington State has requirements that a homeowner must complete when they buy, sell, or move a manufactured home. Since each city or county can establish their own regulations, the following lists will vary from jurisdiction to jurisdiction.

Homeowners must contact the local governments in both current and future home locations before moving the home to ensure they are aware of all requirements.

To find a qualified, insured, bonded transporter start with referrals from friends or relations that have had their home moved successfully. Manufactured Home Transporters are also listed in the yellow pages of your telephone directory. Obtain written bids from several transporters that you can work with. Have each transporter provide references and contact them. Moving a manufactured home requires certain permits. Many transporters include obtaining these permits, and their associated fees, in the cost of moving a home. A homeowner must verify what costs are included in the transporter’s estimate before signing a contract. It may be appropriate to add to the contract “All work required for transportation (and/or installation) is included and no additional costs will be allowed.” Often the transportation and the installation of a home are accomplished by the same contractor.

A Washington State certified installer shall be on site to supervise all phases of installation (RCW 43.63B, 1994). To verify if the person installing your home is certified, ask to see a WAINS card. You can also obtain installer certification information by calling the Department of Labor & Industries at 1-800-647-0982 or by computer through the web site at http://www.lni.wa.gov/TradesLicensing/FAS/Mobile/default.asp.

All mobile/manufactured housing installations must be inspected by your local building inspector.

Contact the government offices listed in parenthesis below for information regarding specific documentation and requirements for buying, selling, or moving your home. The numbers are in your telephone directory under local or state government.

**IF YOU PURCHASE A NEW MANUFACTURED HOME**
- Parcel number (Assessor)
- Title (Assessor)
- Sales Tax, paid by purchaser (Auditor)
- Tax I.D. number (Assessor)
- Over-width Moving Permit (WA State Roads & Transportation)
- Installation Permit (Bldg. & Fire Safety)
- Building permits are required for most accessory structures. (Bldg. & Fire Safety)
- Health Permit (Envir. Health Dept)
- Health review is required to determine if the new unit location complies with health code.
- Encroachment Permit (WA State Roads & Transportation)

**IF YOU PURCHASE A PRE-OWNED MANUFACTURED HOME**

**Home will not be moved:**
- Title (Assessor)
- All taxes must be current (Treasurer)
- Sales Tax, paid by purchaser (Auditor)
- Excise tax paid, seller’s responsibility (Treasurer)

**Home will be moved Within-the-County:**
- Title (Assessor)
- Excise Tax Affidavit (Treasurer)
- All taxes must be current (Treasurer)
- Tax certificate for manufactured home movement (Treasurer)
- Sales Tax, paid by purchaser (Auditor)

**Home will be moved Out-of-County:**
- Title (Assessor)
- All taxes must be paid, plus advance tax (Treasurer)
- Tax certificate for manufactured home movement (Treasurer)
- Sales Tax, paid by purchaser (Auditor)
- Over-width Moving Permit (WA State Roads & Transportation)
- Installation Permit (Bldg. & Fire Safety)
- Building permits are required for most accessory structures (Bldg. & Fire Safety)
- Health Permit (Envir. Health Dept)
- Health review is required to determine if the new unit location complies with health code.
- Encroachment Permit (WA State Roads & Transportation)

**Home will be moved Out-of-State:**
- Title (Assessor)
- Excise Tax Affidavit (Treasurer)
- All taxes must be current (Treasurer)
- Tax certificate for manufactured home movement (Treasurer)
- Over-width Moving Permit (WA State Roads & Transportation)
- Sales Tax, paid by purchaser (Auditor)
- Verify with destination state for local requirements