Instructions and Forms for Registering
A New Manufactured Home

1. There should be three items included in this package:
   a. This direction sheet
   b. Form 433A
   c. Form 433B

2. Please provide the following information on the attached 433A Form:
   a. Property Information
   b. Owner Information
   c. Dealer Information

3. Once Final Inspection has been approved, the inspector will
   a. Sign the Building Final on the Inspection Card
   b. Collect the Form 433A with the sections in Step 1 complete (all information
      must be complete) and a check payable to “SLO County Clerk Recorder” for
      the current cost of recording one page.
      OR
   c. Instruct applicant to complete sections in Step 1 and submit with payment
      to the Community Development Department

4. (This step to be completed by the City) the City Community Development
   Department will record the 433A with the County Clerk Recorder – Please Note:
   This process typically takes a few weeks to complete after the paperwork has been
   submitted

5. Applicant is to complete and submit Form 433B to the SLO County Assessor’s
   Office: SLO County Assessor North County
   6565 Capistrano Ave
   Atascadero, CA 93422
   805-461-6143

6. After 433A is recorded a copy will be sent to the Owner as listed on the form. A
   check payment payable to “Dept. of HCD” is to be submitted to the Community
   Development Department to register the installed unit(s) -- $11 per unit.
NOTICE OF MANUFACTURED HOME, MOBILEHOME OR COMMERCIAL MODULAR –
INSTALLATION ON A FOUNDATION SYSTEM

Recording of this document by the enforcement agency indicates compliance with California Health and Safety Code Section 18551(a). This document is evidence that the enforcement agency has inspected the installation and issued a Certificate of Occupancy, form HCD 513C, for the unit described herein, upon the real property described with certainty below, as of the date of recording. When recorded, this document shall be indexed by the county recorder to the named owner of the real property and shall be deemed to give constructive notice as to its contents to all persons thereafter dealing with the real property.

ALL INFORMATION BELOW MUST BE ENTERED BY THE ENFORCEMENT AGENCY

PROPERTY INFORMATION

REAL PROPERTY OWNER NAME(S)

MAILING ADDRESS

CITY COUNTY STATE ZIP CODE

INSTALLATION ADDRESS (if different)

CITY COUNTY STATE ZIP CODE

ENFORCEMENT AGENCY INFORMATION

City of Atascadero

ENFORCEMENT AGENCY ISSUING PERMIT AND CERTIFICATE OF OCCUPANCY

6500 Palma Avenue

MAILING ADDRESS

Atascadero San Luis Obispo CA 93422

CITY COUNTY STATE ZIP CODE

BUILDING PERMIT NO. (805) 461-5035

TELEPHONE NUMBER

☑ EVIDENCE OF UNIT LIENHOLDER(S) RELEASE, OR CONSENT TO INSTALLATION PROVIDED/ATTACHED – SEE REVERSE

SIGNATURE OF ENFORCEMENT AGENCY OFFICIAL DATE

DEALER INFORMATION

DEALER NAME (if not a dealer sale, write "NA")

DEALER LICENSE NUMBER

DEALER BUSINESS ADDRESS

CITY COUNTY STATE ZIP CODE

MANUFACTURED HOME/MOBILEHOME/COMMERCIAL MODULAR UNIT DESCRIPTION

MANUFACTURER'S NAME

MODEL NAME/NUMBER

MANUFACTURE DATE

SERIAL NUMBER(S)

LENGTH X WIDTH

CA INSIGNIA(S)/HUD LABEL NUMBER(S)

ASSessor'S PARCEL NUMBER

HCD REGISTRATION DECAL NUMBER

MCO NUMBER (new Mf only)

REAL PROPERTY LEGAL DESCRIPTION

DISTRIBUTION – Original to County Recorder; One Copy to HCD; One Copy to Applicant; One Copy to Enforcement Agency

HCD 433A (Rev. 03/2014)

GENERAL GUIDE AND INSTRUCTIONS ON REVERSE
### ORIGINAL PURCHASE PRICE FOR:

1. The Basic Unit $______________
2. Optional Equipment & Upgrades $______________
3. Subtotal $______________
4. Accessories & Accessory Structures $______________
5. Other (Specify) $______________
6. Delivery & Installation $______________
7. TOTAL SALES PRICE $______________

**DOES THE BASIC PRICE INCLUDE:**
- The Towbar(s) [ ] YES [ ] NO
- Tires & Wheels [ ] YES [ ] NO
- Wheelhubs & Axles [ ] YES [ ] NO

**LIST NUMBER OF ROOMS:**
- Bedrooms ______ Dining Room ______
- Baths ______ Family Room ______
- Kitchen ______ Utility Room ______
- Living Room ______ Other Rooms ______

The sales price as shown does not include any amount for any in-place location.

The Assessor’s Parcel Number of the installation site is ____________________________

(Signature)

Address

Telephone

HCD 433(B) (Rev. 2/05)