



ALL TAXES MUST BE PAID ON ANY PRE-OWNED MANUFACTURED HOME BEFORE IT CAN BE REGISTERED AND MOBILE HOME DECAL OR MOVING PERMIT ISSUED.

If you are registering a manufacturing home in Horry County below is the documentation needed for registration

1. **For Manufactured Homes** (one of following)
 - A. South Carolina title in owner's name
 - B. Manufacturer's Certificate of Origin (MCO)
 - C. Dealer form 100/500 with complete mobile home description, including full serial number.

And

- Approval letter/email from Planning and Zoning (addressing@horrycounty.org)

2. **For Used Manufactured Homes** (one of the following)
 - A. South Carolina title in owner's name
 - B. Copy Form 400 completed w/paid receipt from DMV
 - C. Title in owner's name w/recorded copy of PUC (Purchase Upon Contract)

And

- Name of previous owner
- Sticker number off the mobile home
- Property tax bill receipt for paid taxes
- Approval letter/email from Planning/Zoning to verify address

3. **Manufactured Home oved into Horry County from another county or state.**
 - A. Information listed in #1
 - B. Moving Permit issued by the county/state
 - C. Paid tax receipt for current year from other county
 - D. Approval letter/email from Planning and Zoning (addressing@horrycounty.org)

FEES: Registration Decal Fee (cash or check)

- A. \$5.00 for homes registered within 15 days of purchase date
- B. \$5.00 penalty applied to those registered after 15 days of purchase

Legal Residence Special Assessment:

If you are a resident of Horry County and the home you own and occupy is your primary residence, you may be eligible for a "special assessment" that will reduce your property tax liability. If you feel you qualify, contact a member of the Tax Payer Service team at the Assessor's Office (843) 915-5040 or visit www.horrycounty.org/Departments/Assessor

Note: Any sale or transfer of ownership will automatically remove a 4% classification

*****IT IS THE RESPONSIBILITY OF THE OWNER TO PROVIDE THE ASSESSOR WITH ADDRESS CHANGES, CHANGE OF OWNERSHIP, LOCATION OR DAMAGE TO THE MOBILE HOME.**