

Sample Manufactured/Mobile Home  
Letter to Lienholder

Form PT-113D  
PT-113d.ai Rev. 05/05

Lienholder Name  
Lienholder Representative  
Main St.  
SLC, UT 84000

Certified Mail

Letter date
Parcel number
Tax period(s)
Balance due
Due date

RE: Delinquent Manufactured/Mobile Home Taxes

To whom it may concern,

Our records indicate "LIENHOLDER NAME" is the lienholder of record for the manufactured/mobile home listed above. The property taxes on this account are seriously delinquent.

Attempts to collect the above taxes voluntarily from the taxpayer have failed. We now notify you so that you may protect your interest in the property. Payment will need to be made on or before the due date above in order to forestall the seizure process. Seizure and sale collection procedures have been initiated, and unless full payment is received, the sale will occur on ("DATE") [must be at least 10 days from date of letter], at ("TIME"), at ("PLACE"). If you no longer have a secured interest in this manufactured/mobile home, please forward a release of lien to our office immediately. Should you have any questions feel free to contact our office at the address or telephone number below. Your cooperation is greatly appreciated.

Respectfully,  
        County Assessor

County Assessor  
(address and telephone)