For Office Use Only

*Name of applicant*_____ *Assessment year*_____ ☐ *Approved*

Assessor's signature _____ *Date* _____ ☐ *Denied*

CR-MHP

Application for Class 4c(5)(iii) - Class I Manufactured Home Park

A property devoted to use as a manufactured home park meeting educational requirements as stated by statute may receive a class rate of 1.00%. Educational requirements must be approved by the Minnesota Department of Labor and Industry or the Department of Commerce. (See Minnesota Statute 327C.01, subdivision 13.)

Applications are due December 15. Please read the instructions before completing this application. This application must be completed by the property owner.

Property Owner Last Name	First Name	Park Name		
Address of Property (Cannot be a P.O. Box Number)	City	State	ZIP Code	County

Property ID Number or Plate and Parcel Number (from property tax statement)

Who from your manufactured home park completed 12 hours of qualifying education courses as required by state law? (See instructions.)

Name	Phone Number

Position: ☐ Owner ☐ On-site Attendant ☐ Corporate Officer ☐ Other_____

List the courses completed for each subject area below (see instructions for course details.)
Attach copies of all course completion certificates when you return this application.

Fair Housing (2 hours)

Course Name	Hours	Completion Date
Course Name	Hours	Completion Date

Americans with Disabilities Act (1 hour)

Course Name	Hours	Completion Date

Legal Compliance (4 hours)

Course Name	Hours	Completion Date
Course Name	Hours	Completion Date

General Education (3 hours)

Course Name	Hours	Completion Date
Course Name	Hours	Completion Date

Manufactured Home Installation (2 hours)

Course Name	Hours	Completion Date
Course Name	Hours	Completion Date

Signature of Owner or Authorized Representative

By signing below, I certify that the information on this form is true and correct to the best of my knowledge, and I am the owner of the property or authorized representative of the organization that owns the property for which classification as 4c(5)(iii) is being claimed.

Signature of Property Owner or Representative	Title	Date	Daytime Phone

Please mail completed application and required attachments to your county assessor.

Hennepin County Assessor's Office
300 S 6th Street MC-213H
Minneapolis, MN 55487

Form CR-MHP Instructions

Who is eligible?

Your property may be eligible to receive the 4c(5)(iii) classification if you own a manufactured home park and fulfill the education requirements under Minnesota Statute 327C.01, subdivision 13.

Note: To receive this benefit, at least one owner, corporate officer, or an on-site atten-dant must complete 12 hours of qualifying education courses every three years.

What is the benefit?

Property that qualifies for the 4c(5)(iii) classification will receive a class rate of 1.00 percent.

What courses qualify?

Qualifying educational classes must be continuing courses approved by the Minnesota Department of Labor and Industry or the Minnesota Department of Commerce and include **one** the following:

- Continuing education in real estate
- Continuing education for residential contractors and manufactured home installers

The qualifying educational courses must include **all** of the following:

- Two hours on fair housing, approved for real estate licensure or residential contractor licensure
- One hour on the Americans with Disabilities Act, approved for real estate licensure or residential contractor licensure
- Four hours on legal compliance related to any of the following: landlord/tenant, licensing requirements, or home financing under Minnesota Statutes, Chapters 58, 327, 327B, 327C, and 504B and Minnesota Rules, Chapter 1350 or 4630
- Three hours of general education approved for real estate, residential contractors, or manufactured home installers
- Two hours of HUD-specific manufactured home installer courses as required under Minnesota Statute 327B.041

How to Apply

Complete the entire application fully and legibly. Mail or return the application to your County Assessor by December 15. Applications are for the current assessment year, taxes payable the following year.

Attachments

Attach copies of all course completion certificates when you return this application.

Note: The County Assessor may request more information or original course completion certificates. If requested, you must provide them within 30 days.

Penalties

Making false statements on this application is against the law. Minnesota Statute 609.41 states that anyone giving false information to avoid or reduce their tax obligations is subject to a fine of up to $3,000 and/or up to one year in prison.

Use of Information

The information on this form is required by Minnesota Statute 273.13 to properly identify you and determine if you qualify for this property tax classification. If you do not provide the required information, your application may be delayed or denied. Your County Assessor may also ask for additional verification of qualifications.

Information and Assistance

Contact your County Assessor's Office for assistance.