

**TITLE 12—DEPARTMENT OF REVENUE**  
**Division 10—Director of Revenue**  
**Chapter 23—Motor Vehicle**

**12 CSR 10-23.475 Fees and Required Documentation for Designating Manufactured Homes as Real or Personal Property**

*PURPOSE: This rule establishes the fees and requirements for filing documentation with the Department of Revenue for purposes of designating manufactured homes as real estate or personal property under section 700.111, RSMo.*

- (1) An Affidavit of Affixation Form 5312 must be recorded with the recorder of deeds in accordance with section 442.015, RSMo, and filed with the director of revenue in accordance with section 700.111, RSMo, when a manufactured home is to be deemed as real estate.
- (2) An Affidavit of Severance Form 5313 must be recorded with the recorder of deeds in accordance with section 442.015, RSMo, and filed with the director of revenue in accordance with section 700.111, RSMo, when a certificate of title application is completed on a manufactured home that was previously deemed as real estate through the filing of a properly executed Affidavit of Affixation Form 5312 with the director of revenue.
- (3) When submitting a recorded Affidavit of Affixation Form 5312 to the director of revenue under section 700.111, RSMo, the affidavit shall be accompanied by either an Application for Surrender of Title or Manufacturer's Certificate of Origin (MCO) Form 5315 or an Application for Confirmation of Conversion Form 5314 when no such certificate of title or MCO can be located.
- (4) The fee for filing an Affidavit of Affixation or Affidavit of Severance with the Department of Revenue for the purposes of complying with section 700.111, RSMo, shall be the same amount as the fee collected for an original title in accordance with section 301.190, RSMo. In addition to such filing fee, the director shall collect a processing fee in accordance with section 136.055.1(2), RSMo.

*AUTHORITY: section 700.111, RSMo 2016. \* Emergency rule filed Feb. 1, 2011, effective March 1, 2011, expired Aug. 27, 2011. Original rule filed Feb. 1, 2011, effective July 30, 2011. Amended: Filed Feb. 5, 2024, effective Sept. 30, 2024. Amended: Filed Aug. 28, 2025, effective Feb. 28, 2026.*

*\*Original authority: 700.111, RSMo 1991, amended 2010.*