

**Permanent Location Procedures for Mobile/Manufactured  
Homes**

***T-234A - Certificate of title has not been issued***

<b>Responsible Party</b>	<b>Requirements</b>	<b>Office</b>
Owner/Concerned Party	Obtains a T-234A Form from the Tag Office, Tax Commissioner's Office, or Tax Assessor's Office.	<b>Tag Office</b> <b>Tax Commissioner's Office</b> <b>Tax Assessor's Office</b>
Owner/Concerned Party	Completes the T-234A Form and includes the manufacturer's original certificate of origin and submits the form to the Clerk of Court's Office.	<b>Clerk of Court's Office</b>
Clerk of Court's Office	Records and certifies the document. Issues a certified copy to the person listed in section 1 of the T-234A form.	<b>Clerk of Court's Office</b>

**Office Locations and Phone Numbers**

<b>Clerk of Court's Office</b> 735 James Brown Blvd, Ste 1500 Augusta, GA 30901-2900 Phone (706) 821-2493	<b>Tag Office</b> 2816 Washington Rd, Ste 109 (near Publix) Augusta, GA 30909-2194 3463 Peach Orchard Rd, Ste A (near Bilo) Augusta, GA 30906-5799 Phone (706) 796-5039
<b>Tax Assessor's Office</b> 535 Telfair St, Ste 120 Augusta, GA 30901-2372 Phone (706) 821-2310	<b>Tax Commissioner's Office</b> 535 Telfair St, Ste 100 Augusta, GA 30901-2372 Phone (706) 821-2391