

Paying inventory taxes

Each year a retailer must file and pay inventory taxes every year. A home is a retailer's inventory in the records at TDHCA (see Flow Chart – Titling Home in Retailer's Inventory) is only subject to inventory taxes, not personal property taxes.

Once a retailer acquires a home for sale, the retailer MUST title the home into the retailer's inventory with TDHCA within 60 days.

Yearly Requirements

Monthly Requirements

A retailer is required to pay monthly escrowed amounts towards their year end inventory tax amount.

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Between Jan. 1 and Jan. 31 and no later than Feb. 1 of each year, a retailer must file a Retail Manufactured Housing Inventory Declaration with the county district's chief appraiser along with a copy to the county tax assessor-collector.

For the Retail Manufactured Housing Inventory Declaration Form and instructions go here:

- www.texasmha.com
- Login to the [Member Links section](#)
- Select Retailer Forms in the [Forms section](#)
- Scroll down to the section labeled Comptroller Forms and
- Select the [Retail Manufactured Housing Inventory Declaration Form](#)

OR

Go to:

<http://www.window.state.tx.us/taxinfo/taxforms/50-267.pdf>

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Before the 10th day of each month a retailer is required to submit a Retail Manufactured Housing Inventory Tax Statement form with your monthly payment to the county tax assessor-collector.

Even if there were no homes sold, you must also file a copy of the monthly form with the county appraisal district's chief appraiser.

For the Retail Manufactured Housing Inventory Tax Statement Form and instructions go here:

- www.texasmha.com
- Login to the [Member Links section](#)
- Select Retailer Forms in the [Forms section](#)
- Scroll down to the section labeled Comptroller Forms and
- Select the [Retail Manufactured Housing Inventory Tax Statement Form](#)

OR

Go to:

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Fill out the Retail Manufactured Housing Inventory Declaration Form

1. Fill in Steps 1-7
2. On Step 3, include your business's account number from the appraisal district's notice of appraised value.
3. On Step 5, complete the boxes on number of sales and sales amounts for the previous year.
 - a. The top row of boxes is the number of units sold in the three categories (Net, Retail Sales and Subsequent Sales)
 - b. The bottom row of boxes is the dollar amount sold in each category

NOTE: "Retail Sales" is sales of manufactured homes to another retailer

"Subsequent Sales" are retailer-financed sales that, at the time of sale, have retailer finance from your inventory in the same year. The first sale of the retailer-financed home is an inventory sale, but any sales of the same home in the same year are "subsequent sales" (when you sell a home and finance it, then have to repo the home and sell the repo again, the second repo sale is not included because the original sale is and the same home does not count twice)

"Net retail manufactured housing inventory" is a calculation: All homes held for sale minus(-) Retail Sales and minus(-) Subsequent Sales.

4. On Step 6, enter the dollar sales amount in the Net Retail Manufactured Housing Inventory (first box in the second row of Step 5) and then divide by 12. This calculation produces your market value for this year's tax.

Fill out the Retail Mfd Housing Inventory Tax Statement Form Steps 1-5.

1. For Step 3, fill out the rows completely.
 - a. In the "Type of Sale" column place on the following codes:
 - i. MH – all homes held for sale to customers
 - ii. RL – sales of homes to another retailer
 - iii. SS – subsequent sales are retailer-financed sales that, at the time of sale, have retailer finance from your inventory in the same year. The first sale of the retailer-financed home is an inventory sale, but any sales of the same home in the same year are "subsequent sales" (when you sell a home and finance it, then have to repo the home and sell the repo again, the second repo sale is not included because the original sale is and the same home does not count twice)
 - b. In the "Sales Price" column, include the total amount of money paid/to be paid to the retailer for the purchase of the corresponding home
 - i. *NOTE: Exclude from "Sales Price" any amount paid for the installation of the home*
 - c. In the "Unit Property Tax" column, compute the amount by multiplying the sales price by the unit property factor.
 - i. The unit property factor on RLs and SSs is 0.
 - ii. The unit property factor for MH is calculated by:
 1. Adding the property tax rates for all taxing units where the inventory is located (use rates from the previous year);
 2. Then divide by 100;
 3. Divide that number by 12
5. Step 4: complete the boxes on number of sales and sales amounts for the month.
 - a. The top row of boxes is the number of units sold in the three categories (Net, Retail Sales and Subsequent Sales)
 - b. The bottom row of boxes is the dollar amount sold in each category

NOTE : "Retail Sales" is sales of manufactured homes to another retailer
"Subsequent Sales" are retailer-financed sales that, at the time of sale, have retailer finance from your inventory in the same year. The first sale of the retailer-financed home is an inventory sale, but any sales of the same home in the same year are "subsequent sales" (when you sell a home and finance it, then have to repo the home and sell the repo again, the second repo sale is not included because the original sale is and the same home does not count twice)

"Net retail manufactured housing inventory" is a calculation: All homes held for sale minus (-) Retail Sales and minus (-) Subsequent Sales.



Send the Retail Manufactured Housing Inventory Declaration to the county district's chief appraiser.

You must also file a copy to the county tax assessor-collector



Send Retailer Manufactured Housing Inventory Tax Statement Form and monthly payment in the amount totaled on the form to county tax assessor-collector.

You must also file a copy of the monthly form with the county appraisal district's chief appraiser.