

## **Tax Sale Instructions**

### Pre-Registration

Pre-registration is required the week prior to the sale. This includes:

- \$25.00 Non-Refundable Fee for Each Representative
- Registration Form, including contact information
- IRS W-9 Form
- Blank (Signed) Check made out to the Merrick County Treasurer

### Rules of Sale

- The sale is conducted as a Round Robin Sale.
- Everyone must work off the dollar descending order list.
- Dollar amounts do not include delinquent interest.
- Asterisks represent more than one delinquent tax year.
- Please turn off your cell phones! We will not stop the sale if you need to step away.
- It is your responsibility to know what you are buying. There are no refunds.

Please bid by telling us: Taxes Due/Bidder #/Parcel #  
(For Example: For \$711.04 Bidder #5 takes Parcel #367)

### Processing Tax Sale Certificates

- There is a \$25 fee for each certificate. This is non-refundable.
- If taxes are paid prior to certificate issuance, no certificate will be issued.
- Please allow 5-10 days for processing of the certificates.

### Buyers Documents

Once the Tax Sale Certificates have been processed, we will send the buyer:

- Copies of the certificates. We will hold the originals in our office.
- Copies of the paid tax receipts.
- A copy of the check.

### Redemption

- You will be paid 14% interest (APR) from the date of the sale to the date of redemption.
- The \$25 certificate fee will not be reimbursed.

### Bankruptcy

- Taxes for properties in Bankruptcy will not be sold.
- If the parcel is part of a future Bankruptcy, we cannot guarantee that you will be notified.

### Treasurer's Deeds and Foreclosures

- You will need to have an attorney.
- The Treasurer's office will not advise you on how to foreclose or the notification timelines.