

### THIRD PARY PURCHASER INFORMATION

#### LARUE COUNTY CLERK'S OFFICE 2016 DELINQUENT TAX BILL SALE PROCEDURES

[www.laruecountyclerk.com](http://www.laruecountyclerk.com)

The following is a list of procedures that must be followed in order to participate in our tax sale as well as the format of the sale.

1. You must register with the LaRue County Clerk at least 10 days (**no later than August 04, 2017**) in advance of the sale. The sale date **is August 14, 2017** beginning at 9:00 a.m.

a.) The registration fee is \$10.00 per bill with a cap of \$250.00 (payable at time of registration)

b.) You must sign and complete a registration form (which can be found on our website). Also include a copy of your registration certificate issued by the Department of Revenue. **We will accept these forms only by mail.**

c.) You must complete an affidavit (which can be found on our website) affirming that the purchaser is not related to any other individual or entity that will be participating in the sale. The affidavit must be notarized. If the purchaser is an entity, the purchaser shall provide the name of a contact person who can be reached at the address and phone number provided. The affidavit must be submitted along with the registration form.

d.) Each entity participating in the sale must have a separate representative. One attorney cannot represent multiple entities in the lottery process.

2. Ten business days prior to the sale date 3<sup>rd</sup> party purchasers with prior year certificates will be permitted to submit lists. Funds to cover these lists will be accepted by certified check only, which has to be received at the LaRue County Clerk's office no later than **August 04,2017** These lists will be to purchase 2016 bills for which you have priority to purchase due to prior year certificates of delinquency. The list must include the following information.

a.) Contact information for Assignment (company name, contact person, address and phone number)

b.) Prior year certificate of delinquency tax year and tax bill number

c.) Parcel/MAP ID Number

d.) 2016 tax bill number

e.) Name on tax bill

f.) 2016 Total of Delinquency amount

g.) Total of all certificates requested with August payoff (plus \$46.00 which includes \$28.00 assignment fee, \$5.00 certification fee and \$13.00 release fee.

The bills appearing on these lists will be prepared for assignment and removed from the actual lottery sale list prior to the sale. The assignments will be completed in a timely manner no earlier than the date of sale.

3. The **LOTTERY SALE** in LaRue County will be conducted in the following manner: Each entity will be assigned a number based on a drawing to determine the order of priority for the sale. Each entity will be allowed to purchase bills in this order until all bills are sold.

Bills will be sold in lots of 1 for each round.

All funds must be paid by certified check or cash

**If you have questions, feel free to contact the LaRue County Clerk's Office at 270-358-3544**