

LARUE COUNTY CLERK'S OFFICE 2010 DELINQUENT TAX BILL SALE PROCEDURES

www.laruecounty.org

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 15 days (no later than July 20, 2011 in advance of the sale. The sale date is August 04, 2011 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). **We will accept this form 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. Fifteen business days (no later than July 20, 2011) prior to the sale date, 3rd 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 July 27, 2011. These lists will be to purchase 2010 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.) 2010 tax bill number
- e.) Name on tax bill
- f.) 2010 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. Submission of Lists of Certificates for **the LOTTERY SALE** – the registration form shall be submitted to the LaRue County Clerk's office at least 1 week before the sale. The bills should be listed from the most desirable to least desirable. The list should include the following information:

- a.) Contact information for Assignment (company name, contact person, address and phone number)
- b.) 2010 tax bill number
- c.) Parcel/MAP ID Number
- d.) Name on tax bill
- e.) 2010 Total of Delinquency amount
- f.) Total of all certificates requested with August payoff (plus \$46.00 which includes \$28.00 assignment fee, 45.00 certification fee and \$13.00 release fee)

The LOTTERY SALE in LaRue County will be conducted in the following manner:

- a.) 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.
- b.) Bills will be sold in lots of 5 for each round.
- c.) All funds must be paid by certified check

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