- 1. A DEPOSIT OF 10% OF THE BID SHALL BE IMMEDIATELY PAID TO THE SHERIFF AFTERTHE BID IS MADE. IN THE EVENT THAT 10% IS NOT PAID IMMEDIATELY, THE SALE WILL BE CONSIDERED NULL AND VOID AND SHALL CAUSE THE PROPERTY TO BE SOLD AGAIN AT THE END OF THE CURRENT SALE. PHOTO IDENTIFICATIONIS REQUIRED WHEN THE 10% DOWN PAYMENT IS MADE.
- 2. DOWN MONEY MUST BE PAID IN CASH, CASHIER'S CHECK OR BY CERTIFIED CHECK.
- 3. ONE DOLLAR (\$1.00) BIDS WILL NOT BE ACCEPTED. A BID SHALL BE IN AN AMOUNT SUFFICIENT TO PAY ALL OF THE SHERIFF'S COSTS, ALL MUNICIPAL CLAIMS, IF ANY, AND ALL OTHER ITEMS SHOWN ON THE SHERIFF'S COST SHEET, INCLUDING TRANSFER TAXES WHERE APPLICABLE.
- 4. THE BALANCE OWED BY THE SUCCESSFUL BIDDER MUST BE PAID BY CASH, CASHIER'S CHECK OR CERTIFIED FUNDS TO THE SHERIFF BEFORE 2:00 P.M. TODAY, THE DAY OF THE SALE; WITHOUT FURTHER DEMAND.
- 5. IF FULL PAYMENT IS NOT RECEIVED FROM THE HIGH BIDDER BY 2:00 P.M. ON THE DAY OF THE SALE, ALL MONIES PAID WILL BE FOREFEITED, NOTWITHSTANDING ANY OTHER BIDS, AND THE PROPERTY MAY BE RESOLD AT 10:00 A.M. ON THE NEXT SALE DATE, THE _____ DAY OF 20___, AT WHICH TIME THE FULL PURCHASE PRICE SHALL BE PAID IN FULL. FORFEITED MONIES WILL BE ADDED TO AND DISTRIBUTED AS PART OF THE PROCEEDS IN THE NEXT SALE.
- 6. (a) IF THE EXECUTING CREDITOR IS THE SUCCESSFUL BIDDER, THE SHERIFF'S OFFICE WILL NOT BE COLLECTING AND DISTRIBUTING FOR DELINQUENT TAXES OR MUNICIPAL CLAIMS (OTHER THAN FOR DELINQUENT TAXES FORWARDED BY THE LACKAWANNA COUNTY TAX C.LAIM BUREAU TO THE SHERIFF PRIOR TO THE SALE).
 - (b) IN THE EVENT THAT THERE IS A THIRD PARTY BIDDER, THE SHERIFF'S OFFICE WILL BE MAKING DISTIBUTION FROM THE FUNDS AS FOLLOWS:
 - (i) COSTS RELATING TO THE SALE; INCLUDING POUNDAGE.

- (ii) TAXES ASSESSED AGAINST THE PROPERTY, INCLUDING CURRENT YEARS TAXES IF REQUIRED UNDER 53 P.S. 7102.
- (iii) ALL MUNICIPAL CLAIMSAS REQUIRED UNDER 53.P.S. 7106.
- (iv) ANY OTHER CLAIMS.

THEREFORE, IT IS IMPERATIVE THAT THE HOLDER OF ANY OF THESE CLAIMS SO NOTIFY THE SHERIFF WITHIN THIRTY (30) DAYS OF THE SALE.

- 7. ALL BIDDERS SHALL BE AWARE THAT THE CURRENT YEARS TAXES AND/OR MUNICIPAL LIENS, AND DELINQUENT TAXES WHERE A SALE IS CONTINUED FROM ONE YEAR TO THE NEXT, MAY NOT BE LISTED ON THE COST SHEET. IF THE EXECUTING CREDITOR IS THE SUCCESSFUL BIDDER, THESE ITEMS BECOME THEIR RESPONSIBILITY TO PAY AND THESE ITEMS SHALL BE OBTAINED DIRECTLY FROM THE TAXING BODIES OR THEIR AGENT.
- 8. THE SHERIFF IS NOT LIABLE FOR LOSS OR DAMAGE TO THE PREMISES SOLD RESULTING FROM ANY CAUSE WHATSOEVER, AND MAKES NO REPRESENTATION OR WARRANTY REGARDING THE CONDITION OF THE PREMISES OR TITLE.
- 9. IF THE JUDGMENT CREDITOR HAS <u>ASSIGNED THEIR INTEREST PRIOR TO</u> <u>THE SALE</u>, THE SHERIFF MUST RECEIVE A COPY OF THE ASSIGNMENT BEFORE THE SALE, PROPERLY NOTARIZED AND RECORDED WITH THE RECORDER OF DEEDS. IF THERE IS AN ASSIGNMENT OF BID AFTER THE SALE, THIS MUST BE FILED WITH THE CLERK OF JUDICIAL RECORDS AND A TIME STAMPED COPY OF THE ASSIGNMENT OF BID AND A REVISED AFFIDAVIT OF VALUE GIVEN TO THE SHERIFF'S OFFICE. KEEP IN MIND THAT DUE TO THE ASSIGNMENTOF BID AFTER THE SALE, THE ASSIGNEE MAY BE RESPONSBILE FOR TRANSFER TAX.
- 10. TO ALLOW AN ORDERLY PROCEEDING WITH REGARD TO THE SALES ON BEHALF OF THE SHERIFF'S OFFICE, I AM REQUESTING THAT ALL CELL PHONES OR OTHER LIKE DEVICES BE TURNED OFF FOR THE ENTIRE PERIOD OF THE SALE. IF INTERESTED PARTIES OR JUDGMENT CREDITORS' REPRESENTATIVES MUST USE THEIR CELL PHONES, THEY MUST LEAVE THE ROOM ACCORDINGLY.
- 11. AS A REMINDER, TWO (2) COPIES OF ANY AND ALL MORTGAGES AND ASSIGNMENTS OF MORTGAGE THAT ARE REQUIRED OT BE ATTACHED TO AND RECORDED WITH THE DEED ARE REQUIRED BY THE LACKAWANNA

COUNTY OFFICE OF THE RECORDER OF DEEDS AND PENNSYLVANIA TRANSFER TAX DIVISION OF THE DEPARTMENT OF REVENUE SHOULD BE FOWARDED TO THE SHERIFF'S OFFICE IMMEDIATELY FOLLOWING THE SHERIFF'S SALE IF NOT PREVIOSULY PROVIDED.

- 12. WITH RESPECT TO A BANKRUPTCY FILING, AND THE BANKRUPTCY STAY IS APPLICBLE, NO ACTION SHALL BE TAKEN BY THE SHERIFF'S OFFICE OTHER THAN GRANTING ONE (1) CONTINUANCE TO THE NEXT SALE. DEVOID OF FURTHER INSTRUCTIONS FROM THE CREDITOR'S ATTORNEY, THE SALE SHALL THEN BE STAYED AND THE WRIT RETURNED.
- 13. I MAY MAKE SOME ADDITIONAL ANNOUNCEMENTS THAT RELATE TO SPECIFIC SALES. THOSE ANNOUNCEMENTS WILL BE MADE PRIOR TO OFFERING THAT PARTICULAR PROPERTY FOR SALE.
- 14. PLEASE NOTE THAT THE COST SHEETS PREPARED FOR THE SALES ARE JUST A GUIDE-SUBJECT TO VERIFICATION AFTER THE SALE.