



**COMMISSIONERS**

Nick Sherman  
Larry Maggi  
Electra Janis

**DIRECTOR**

Raffaele Casale

**Washington County Tax Claim Bureau**

95 West Beau St, Suite 525  
Washington, PA 15301

**SOLICITOR**

Blane A. Black

**PHONE 724-228-6850**

**www.washington.pa.us**

**PRE-REGISTRATION REQUIREMENTS**

**Effective August 2021 per Act 33: ALL Prospective Bidders are required to pre-register at least 10 days prior to the sale date:**

Our 2024 SPRING Repository Sale is scheduled for:  
March 6, 2024 at 10:00 AM  
Washington County Fairgrounds  
4-H Building  
2151 N. Main St.  
Washington, PA 15301

**Registration begins for the SPRING Repository Sale 2024 at 9:00 AM on Tuesday, February 20, 2024 & will conclude at 4:30 PM on Monday, February 26, 2024.**

**ALL forms must be submitted to the Tax Claim Bureau by the registration, which will be announced prior to each sale. NO registrations will be accepted after the cut-off date. NO EXCEPTIONS!**

**Forms & Fees required for registration:**

- \$25.00 Registration Fee (Cash Only)
- W-9 Form
- Bidder Registry Form
- Copy of Photo ID
- Affidavit of Bidder
- Affidavit of Non-Bidding Potential Owner (If Applicable)

**If registering as a business, corporation, or LLC:**

- Copy of IRS Form SS-4
- List of all names, business addresses, and phone numbers for all members, officers, managers, partners, and/or any other persons with any ownership or right

***Per Act 33, any person who signs a bidder registration knowing that it contains a false statement shall be subject to prosecution for the commission of a misdemeanor of the second degree (relating to falsification to authorities).***



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### SPRING REPOSITORY SALE 2024 – Sale Conditions & Instructions

The Washington County Tax Claim Bureau tax sale for delinquent real estate taxes will be conducted as an auction. All Properties are sold pursuant to the Real Estate Tax Claim Law (RETSL), Act 542 of 1947, P.L. 1368, as amended. All title transfers are under and subject to the act.

\*\*All prospective buyers must **pre-register before the sale in the allotted time frame**, announced prior to each sale. All required forms shall be returned to the Tax Claim Bureau. No registrations will be taken after the cutoff date! Registration packets are available on our Web Site, [www.washington.pa.us](http://www.washington.pa.us) or in the Tax Claim Bureau office.

1. The properties are being offered for sale by the Washington County Tax Claim Bureau without any representation, warranty or guarantee whatsoever, either as to the existence, to correctness of ownership, the size, boundaries, location, structures, condition of structure(s) or lack of structure(s) upon the lands, liens, title or any other matter or thing whatsoever.
2. **BID PAYMENTS: Bid Money** will be collected IN FULL at the Washington County Treasurer located at 95 W. Beau St, Ste. 130, Washington, PA 15301 **by 3:00 P.M. the day of the sale**. *If payment is not received to complete the purchase, the bidder understands they will be permanently banned from attending or participating in any future sales in Washington County.* Bid Money payments will be accepted in the form of cash, certified or cashier's check, money order, or Attorney's check. All checks should be made payable to the Washington County Tax Claim Bureau. **No Personal Checks will be accepted for Bids Payments.**

**TRANSFER TAXES** (calculated on the sale price of the property) and **RECORDING FEES** (\$84.25) are calculated separately from the bid price listed. However, you can pay for the entire bid amount, transfer taxes, and recording fees combined on one check. Local Transfer Taxes are 1% of the sale price OR 1.5% (Peters Township ONLY). State Transfer Taxes are 1% of the sale price. BID AMOUNTS, TAXES & RECORDING FEES ARE ALL PAID IN FULL as described above.

3. **SALE LISTS & OPENING BIDS:** The **REPO Parcel List** is a combined list of all unsold parcels from previous tax sales with the most recent being the 2023 Judicial Sale. **Bids for non-trailer parcels listed on the REPO List begin at \$300.00 and \$150.00 for trailers/mobile homes.**
4. The Tax Claim Bureau will issue a deed or bill of sale to the purchaser(s) and the deed shall be recorded before delivery to the purchaser(s). NOTE: **the property will be deeded as listed on the Affidavit of Bidder and Affidavit of Non-Bidder Owner forms ONLY.** No assignments of deed will be accepted!
5. The deeds will not be filed for at least 60 days following the sale. **Entrance to the property is PROHIBITED until a deed is received.** The present owner has the rights and responsibilities of the property until the deed is recorded in the purchaser's name and no rights of ownership are transferred until that time. The Tax Claim Bureau does not maintain any property sold at the sale in any way - keys to the property are not provided to the successful bidder(s).
6. **There will be NO REDEMPTION after the property is sold.** All sales are final, NO REFUNDS will be given. If you rescind your successful bid on a property, you may be banned permanently from ever attending any future Washington County Tax Claim Bureau sale.



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2024 SPRING Repository Sale (3/6/2024)

**BIDDER REGISTRY**

BIDDER #

Date: \_\_\_\_\_

**INDIVIDUAL**

If property is purchased, will the deed/bill of sale have multiple owners?

(Circle One)  No  Yes

If circled "yes", that individual must complete a notarized, **AFFIDAVIT OF NON-BIDDING POTENTIAL OWNER** form & their name **MUST** be included on this **BIDDER REGISTRY**.

Name: \_\_\_\_\_

Marital Status:  MARRIED  UNMARRIED  WIDOWED  DIVORCED

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**BUSINESS**

**LIMITED LIABILITY COMPANY**

**OTHER:** \_\_\_\_\_

Entity Name: \_\_\_\_\_

Signing Officer/Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**TCB Office Use Only – BIDDERS / PROSPECTIVE OWNERS DO NOT MARK THIS SECTION:**

Reg. Bidder	Non-Bidder	TCB Office – Check each Registration Material as collected:
		Copy of valid driver's license or government issued photo ID card
		Completed Affidavit of Bidder <b>and/or</b> Completed Affidavit of Non-Bidding Potential Owner (if Applicable)
		Completed W-9 Form
	n/a	\$25.00 (Cash Only) Registration Fee
		No delinquent taxes in Washington County (Tax Certification)
		No delinquent taxes in the Commonwealth of PA
		No outstanding or unresolved code violations in the Commonwealth of PA
		List of names/titles, business addresses, and phone numbers for all members, officers, managers, and any other persons with any ownership interest or right. (if applicable)
		Copy of IRS SS-4 Form (if applicable)
		Pre-Sale Sale List (\$10.00 per list – Cash Only) (Optional) <b>Lists Purchased:</b> _____



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**2024 SPRING REPOSITORY SALE - AFFIDAVIT OF BIDDER**

I, \_\_\_\_\_ *[Print Bidder Name]* hereby certify the following:

*(Please read carefully & initial each line item)*

- \_\_\_\_\_ I AM an adult citizen at least 18 years of age and am/are authorized to make this Certification.
- \_\_\_\_\_ Pursuant to section 619.1 of the Real Estate Tax Sale Law, 72 P.S. Section 5860.619.1, I hereby certify to the Washington County Tax Claim Bureau that I am not delinquent in paying Real Estate taxes to any of the taxing districts in the Commonwealth of Pennsylvania, and that I have no outstanding municipal utility bills within 3 years of this affidavit.
- \_\_\_\_\_ I am NOT bidding for or acting as an agent for a person who is barred from participating in the sale.
- \_\_\_\_\_ Pursuant to Section 601 (d) of the Real Estate Tax Sale Law, 72 P.S. Section 5860.601 (d), I hereby certify that I have not had a landlord license revoked in any municipality within the Commonwealth of Pennsylvania, and I further certify that I am not bidding for, or acting as an agent for, a person whose landlord license has been revoked within the last 3 years.
- \_\_\_\_\_ I have NOT engaged in or permitted an uncorrected or unresolved housing code violation, failed to maintain property in a reasonable manner such that the property posed a threat to health, safety, or property, or permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property within 3 years of this signed affidavit.
- \_\_\_\_\_ Pursuant to Section 618 of the Real Estate Tax Sale Law, 72 P.S. Section 5860.618, I hereby certify that I am not the owner of the property immediately prior to sale thereof by the Washington County Tax Claim Bureau, nor am I in any of the following legal relationships with the owner; trust, partnership, corporation, or any other business association.
- \_\_\_\_\_ I acknowledge, that as a prospective purchaser, I have had the opportunity to have an examination made of the title to any property in which I may be interested. Every reasonable effort has been made to keep the proceedings free from error. However, in every case, the Tax Claim Bureau is selling the taxable interest and the property offered for sale by the Tax Claim Bureau without any guarantee or warranty whatever, either as to structures or lack of structures upon the land, liens, title or any other matter.
- \_\_\_\_\_ I have reviewed and acknowledge the Tax Sale Rules Governing the Sale.
- \_\_\_\_\_ **I acknowledge that if I have violated any of the above provision, that the Tax Claim Bureau may prohibit me from bidding at the Sales.**

I affirm, under penalty of perjury, that this Certification is true and correct.

\_\_\_\_\_  
*(Signature of Bidder in front of Notary)*

**Bidder No.** \_\_\_\_\_ *(TCB Only)*

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public

*(Notary Stamp Here)*



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**2024 SPRING REPOSITORY SALE - AFFIDAVIT OF NON-BIDDING POTENTIAL OWNER  
(MULTIPLE DEEDED OWNERS)**

I, \_\_\_\_\_ [Print Full Name] residing at \_\_\_\_\_  
\_\_\_\_\_ [Address], \_\_\_\_\_ [City/Town], \_\_\_\_\_ [State] hereby certify  
the following:

*(Please read carefully & initial each line item)*

\_\_\_\_\_ I acknowledge I am NOT a registered bidder at the SPRING REPOSITORY 2024 SALE but I will be a deeded owner upon successful bid(s) of \_\_\_\_\_ (Registered Bidder Name). I acknowledge that I am subject to the same sale restrictions as a registered bidder and if I attend the registered sale, I will be attending said sale without bidding privileges.

\_\_\_\_\_ I AM an adult citizen at least 18 years of age and am authorized to make this Certification.

\_\_\_\_\_ Pursuant to section 619.1 of the Real Estate Tax Sale Law, 72 P.S. Section 5860.619.1, I hereby certify to the Washington County Tax Claim Bureau that I am not delinquent in paying Real Estate taxes to any of the taxing districts in the Commonwealth of Pennsylvania, and that I have no outstanding municipal utility bills within 3 years of this affidavit.

\_\_\_\_\_ Pursuant to Section 601 (d) of the Real Estate Tax Sale Law, 72 P.S. Section 5860.601 (d), I hereby certify that I have not had a landlord license revoked in any municipality within the Commonwealth of Pennsylvania.

\_\_\_\_\_ I have NOT engaged in or permitted an uncorrected or unresolved housing code violation, failed to maintain property in a reasonable manner such that the property posed a threat to health, safety, or property, or permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property within 3 years of this signed affidavit.

\_\_\_\_\_ Pursuant to Section 618 of the Real Estate Tax Sale Law, 72 P.S. Section 5860.618, I hereby certify that I am not the owner of the property immediately prior to sale thereof by the Washington County Tax Claim Bureau, nor am I in any of the following legal relationships with the owner; trust, partnership, corporation, or any other business association.

\_\_\_\_\_ I acknowledge, that as a prospective purchaser, I have had the opportunity to have an examination made of the title to any property in which I may be interested. Every reasonable effort has been made to keep the proceedings free from error. However, in every case, the Tax Claim Bureau is selling the taxable interest and the property offered for sale by the Tax Claim Bureau without any guarantee or warranty whatever, either as to structures or lack of structures upon the land, liens, title or any other matter.

\_\_\_\_\_ I have reviewed and acknowledge the Tax Sale Rules Governing the Sale.

\_\_\_\_\_ **I acknowledge that if I have violated any of the above provision, that the Tax Claim Bureau may prohibit me from attending the present tax sale or future tax sales.**

I affirm, under penalty of perjury, that this Certification is true and correct.

\_\_\_\_\_  
(Signature of Bidder in front of Notary)

**Associated Bidder No.** \_\_\_\_\_ (TCB Only)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public

(Notary Stamp Here)