

**COMMISSIONERS**

Nick Sherman
Electra Janis
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Washington County Tax Claim Bureau

95 West Beau St, Suite 525
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SOLICITOR

Lane M. Turturice, Esq.

PHONE 724-228-6850

www.washingtoncopa.gov

PRE-REGISTRATION REQUIREMENTS

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

**Our 2025 Upset Sale is scheduled for:
Wednesday, September 24, 2025 at 10:00 A.M.
Washington County – Crossroads Building
95 W. Beau St.
G-16, Ground Floor
Washington, PA 15301**

Registration begins for the 2025 Upset Sale at 9:00 AM on Monday, September 8, 2025
& will conclude at 4:00 PM on Friday, September 12, 2025.

ALL COMPLETED APPLICATIONS must be submitted to the Tax Claim Bureau by the registration deadline (4:00 P.M. - Friday, September 12, 2025).

NO registrations will be accepted after the cut-off date. NO EXCEPTIONS!

Forms & Fees required for registration:

- \$25.00 Registration Fee (Cash Only – Non-Refundable)
- Bidder Registry Form(s)
- 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, phone numbers/emails for all members, officers, managers, partners, and/or any other persons with any ownership or right (Provide separate list with registration materials)
- List of all other businesses/LLC/Corp/Enterprises of which you are a member, officer, manager, partner, and/or any other person with any ownership or right (Provide separate list with registration materials)

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).

Effective as of June 1, 2025, an additional \$250.00 fee will be collected for each parcel sold for the newly implemented Demolition & Rehabilitation Fund in addition to successful bid amounts. This fee will be added to each of the bid prices when purchasing parcels at Upset and Judicial Sales. This fee must be paid at the same time as bid monies are paid to the Washington County Treasurer the day of the sale.

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UPSET SALE 2025 - 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.washingtoncopa.gov 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. Payment in full is required for all properties purchased. Bid Payments must be brought to the Treasurer's Office located at 95 West Beau St, Suite 130, Washington, PA 15301 **by 3:00 P.M the day of the sale. If payment is not received to complete the purchased parcel, the bidder understands they will be permanently banned from attending any future sales in Washington County.**
 - **Bid Money** (includes local & state transfer taxes, deed recording costs, and TCB costs) is accepted in the form of cash, certified or cashier's check, money order, or Attorney's check. No personal checks or personal business checks will be accepted. All checks must be made payable to the "**Washington County Tax Claim Bureau**"
 - **Effective as of June 1, 2025, an additional \$250.00 fee will be collected for each parcel sold for the newly implemented Demolition & Rehabilitation Fund in addition to successful bid amounts. This fee will be added to each of the bid prices when purchasing parcels at Upset and Judicial Sales. This fee must be paid at the same time as bid monies are paid to the Washington County Treasurer the day of the sale.**
3. 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. If there is a change of address between the time of registration and sale, you must report that change to the Washington County Tax Claim Bureau. No assignments of deed will be accepted!
4. The deeds will not be recorded until late-January 2026 or early February 2026, following the sale due to completion of the court process. DO NOT expect a deed any sooner than this. **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. **If you trespass on the property, intimidate/threaten the current residents in any fashion, or initiate any eviction process before the property is deeded to you, the current owners have the right to call local law enforcement.** 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).
5. A successful bidder shall be responsible for paying the current year real estate taxes for any taxes that are billed after the date of an Upset Sale. These taxes may NOT be included in the selling price of the property.

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DATE: _____

2025 UPSET TAX SALE BIDDER REGISTRY

BIDDER NO. _____

☐ **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: _____

(Address)

(City, State, Zip Code)

Telephone #: _____

Email Address: _____

☐ **BUSINESS** ☐ **LIMITED LIABILITY COMPANY** ☐ **OTHER:** _____

Entity Name: _____

Signing Officer/Title: _____

Address: _____

(Address)

(City, State, Zip Code)

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 and/or Completed Affidavit of Non-Bidding Potential Owner (if Applicable)
	n/a	\$25.00 (Cash Only) Registration Fee
		No delinquent taxes in Washington County (Tax Certification)
		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) Lists Purchased: _____

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2025 UPSET 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 the last 3 years.
- _____ 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)



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**2025 UPSET SALE - AFFIDAVIT OF NON-BIDDING POTENTIAL OWNER
(MULTIPLE DEEDED OWNERS ONLY)**

I, _____ [Print Full Name **with MARITAL STATUS**] 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 2025 UPSET 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 within 3 years of this affidavit.

_____ 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 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 in front of Notary)

Associated Bidder No. _____ (TCB Only)

Sworn to and subscribed before me this _____ day of _____

Notary Public

(NOTARY STAMP)