

## TAX SALE INSTRUCTIONS

Location: District Court located 2<sup>nd</sup> floor in the Otoe County Courthouse. Initial sign in will begin at 8:30 – see time below

When: March 5, 2018

Time: **NOTE\*\*** Initial sign in and buyer number selection will begin at 8:30 in hallway outside Treasurer's office.

Sale begins promptly at 9:00 a.m. to 4:30 p.m.

Registration: Buyer information sheet and W-9 required. Pre-registration **is required** by mail, faxing copy to 402-873-9506 or emailing copy of buyer information to: [treasurer@otoe.nacone.org](mailto:treasurer@otoe.nacone.org). Last day to pre-register is Friday, March 2nd. **Non-refundable registration fee of \$25 to be included with pre-registration.**

**Buyer MUST BE at least 19 years of age and ID is required.**

If you are late you will come in at the end of the pack after the current buying round is completed.

Payment: **Blank check required with pre-registration for purchase of tax sale certificates/fee and will be filled out by my office, make checks payable to: Otoe County Treasurer. Registration fee of \$25 for each company represented is due with pre-registration.** We will fax copy of check for certificate purchases to you or mail a copy of the check with the tax sale certificates.

Rules of Sale: **Everyone must work off the same final updated list in descending order. Final Investor tax list** will be available on the county website to print off the end of week before the sale day. Website - [www.co.otoe.ne.us](http://www.co.otoe.ne.us)

Delinquent tax list will be published in the Nebraska City News Press three consecutive weeks beginning the first week in February.

Payments made through Friday prior to sale, Bankruptcy, and Problem Taxes are marked off the master list and we will inform you as we get to those properties on the list.

Sale conducted as Round Robin

Buyer must be separate and distinct buyers. One individual may not represent multiple entities.

Dollar amounts in newspaper and list **do not** include delinquent interest.

Asterisks represent more than one delinquent tax year (advertised amount represents only one year).

It is your responsibility to know what you are buying.

Cell phones must be turned off. We will not hold the sale.

Bankruptcy: We have taken properties in bankruptcy off the list.

Future bankruptcies - We will not guarantee that you will be notified.

Assignments: \$20.00 non refundable - There will be NO assignments the day of the sale.

Processing Certificates:

\$20.00 for each certificate – Non Refundable.

No Certificate will be issued if taxes get paid PRIOR to certificate issuance.

Takes about 5-10 business days to process the certificates.

Redemption: You will be paid 14% interest from the date of sale to date of redemption. All paid tax receipts/certificates must be returned to treasurer's office before a check is issued. Check will be sent within 10 business days from redemption.

The \$20 certificate fee is not reimbursed.

Buyer Documents:

Copies of paid tax receipts.

Copy of the check.

Redemption checks if any get redeemed before mailing goes out.

Original certificates are held by buyer NOT our office.