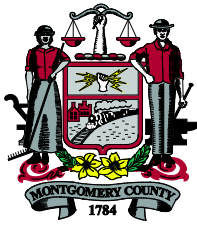


**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

JOSH SHAPIRO, CHAIR  
VALERIE A. ARKOOSH, MD, MPH, VICE CHAIR  
JOSEPH C. GALE



**TAX CLAIM BUREAU**

MONTGOMERY COUNTY COURTHOUSE • PO Box 190  
NORRISTOWN, PA 19404-0190

TAX CLAIM: 610-278-1216  
FAX: 610-994-2881  
EMAIL: TAXCLAIM@MONTCOPA.ORG  
WWW.TAXCLAIM.MONTCOPA.ORG

JASON E. SALUS  
TREASURER/DIRECTOR, TAX CLAIM

WILLIAM F. CALDWELL  
FIRST DEPUTY

MICHAEL P. CLARKE  
SOLICITOR

REPOSITORY SALES

1. Montgomery County Tax Claim Bureau will entertain bids beginning five (5) days after the Judicial Sale.
2. Upon the bidder's completion of a repository sale bid form, bidder will deposit a \$100.00, **non-refundable** administrative processing fee in addition to the full repository bid amount, made payable to Montgomery County Tax Claim Bureau, in the form of a money order, cashier's check or other bank certified funds. The processing fee and the full repository bid amount may be combined on one certified check. The minimum amount that will be accepted for repository bids is \$500.00.
3. Typically, the first person to place a bid on a repository property will be the primary bidder. No other bids will be taken. Atypical circumstances are detailed below (see numbers 8 and 9).
4. Repository bids are subject to the approval of the Director of the Tax Claim Bureau. The date of the Director's approval will be the sale date.
5. Upon receipt of repository bid, letters will be sent to the municipality and the school district asking for their approval of the bid.
6. If the municipality and /or school district disapprove the bid, a letter will be sent to the bidder notifying them of the disapproval, and a copy of the denial letter will be enclosed. If the bidder wishes to resolve the disapproval, it will be the bidder's responsibility to contact the municipality and/or school district in that regard and inform the Montgomery County Tax Claim Bureau of their intentions.
7. If the municipality and school district approves the bid, the bid will be sent to the Montgomery County Commissioners for approval. If the Montgomery County Commissioners approve the bid, the Tax Claim Bureau will prepare a deed in the name(s) specified by the bidder on their repository bid form. Costs associated with the deed recording fee, local and state transfer taxes will be added to the bid amount.
8. Once the deed is recorded, delinquent taxes on file with the Montgomery County Tax Claim Bureau will be exonerated.
9. Post-Judicial Sale – All properties not sold at a judicial sale will go directly into repository status at which time NO bids may be placed on said properties for a period of five (5) business days. The Montgomery County Tax Claim Bureau will then entertain multiple bids on these new properties for five (5) business days. For a period of three (3) months after the sale, you may not bid less than the judicial sale prices.

10. Once the three (3) months has elapsed, the minimum bid will decrease to the customary \$500.00 repository bid price. The Montgomery County Tax Claim Bureau will again entertain multiple bids for a period of five (5) business days on these properties.
11. Once a bid is submitted it will be posted on our website for a period of 5 business days.