



# Wayne County Tax Services

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Cheryl Davies, Director, CPE    Kenneth Crum, Chief

## **PRE-REGISTRATION REQUIREMENTS**

**Effective August 29, 2021 due to, House Bill #264; Act 33– ALL Prospective Bidders are required to preregister prior to the sale date for Upset, Judicial and Repository Sales.**

In order to register, a Bidder Registry Form must be submitted with the following information: (1) the individual's name, address and phone number; or (2) the applicant's business name, including the names of all officers, business address and phone number; or (3) the names, business addresses and phone numbers and phones numbers of all members, manager and any other persons with any ownership interest or right in the limited liability company.

Additionally, a Certification Form must be filled out stating the applicant (1) is not delinquent in paying real estate taxes and has no municipal utility bills more than one year outstanding; (2) is not bidding for or acting as an agent for a person who is barred from participating in the sale; and (3) has not engaged in or permitted an uncorrected 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 the property in an unsafe, illegal or unsanitary manner such that the property posed a threat to health, safety or property.

**ALL forms listed below must be submitted to the Tax Claim Bureau by the Pre-Registration deadline date for the Tax Sale, which will be announced prior to each sale and will be posted on our website. NO Registrations will be accepted after the deadline pre-registration date. NO EXCEPTIONS!!!!**

### Forms required for Registration:

- \* Certification of Bidder Form (Filled Out, Signed and Notarized by anyone who is being put on the Deed)
- \* Bidder Registration Form
- \* Copy of Driver's License or Real ID
- \* **\$25 Pre-Registration Non-Refundable Fee -(Mail in or Bring in Person)**

### Methods of Payment for the Tax Sale: (Payments in full by the end of the Tax Sale)

- \* Cash
- \* Money Order
- \* Cashier's Check
- \* Personal Check (with [Letter of Credit](#) from your Bank)