

BERKS COUNTY TAX CLAIM BUREAU
REPOSITORY CONDITIONS

The following conditions shall govern the sale of properties by the Berks County Tax Claim Bureau for delinquent taxes from the Repository List:

1. You **MUST** be at least 18 years old to bid on a Repository Property!
2. The minimum bid is \$500.00 per parcel. Please be advised that this fee is to cover costs incurred by the Berks County Tax Claim Bureau and is not a reflection of the property value.
3. All bids are final. If you bid on a property, you may not contact our office and ask to rescind your bid. Please know what you are bidding on before you place your bid. Again, **ALL BIDS ARE FINAL.**
4. The initial bid is to be submitted on the **REPOSITORY BID FORM** and include the **AFFIDAVIT** and appropriate payment. Incomplete forms will not be accepted. Please refer to the **INSTRUCTIONS** for additional details regarding submission.
5. The bid amount shall be submitted by certified check or money order made payable to the: **BERKS COUNTY TAX CLAIM BUREAU.**
6. In addition to the initial bid price, the bidder must submit the Transfer Tax payment to record the deed. The Transfer Tax is calculated by taking the amount of your initial bid multiplied by 2% for properties located in one of the County's Townships or Boroughs OR 5% for properties located in the City of Reading. In addition, to paying the Transfer Tax, you must also pay a recording fee of \$82.00. Please refer to the **INSTRUCTIONS** for an example of the calculation.
7. The bids will be opened by the Tax Claim Bureau.
8. If more than one (1) bid is received on the same day for the same property, the highest bid will be accepted and sent to the appropriate taxing districts for review. Upon approval of the bid amount from all taxing districts, the Tax Claim Bureau will notify the successful bidder in writing.
9. All unsuccessful bids will be returned to the bidder.
10. Any sale hereunder requires that the bureau obtain the written consent of all the taxing districts where the property is located. **The date of a sale to a successful bidder shall be deemed to be the date when all such consents are received.**

11. The Tax Claim Bureau will issue a deed or bill of sale to the successful bidder after receipt of approval from the taxing districts. The deed or bill of sale will not contain any warranty, either general or special.
12. A lien on a mobile home or manufactured home's certificate of title is not affected by a real estate tax sale.
13. All properties sold hereunder shall be conveyed to the successful bidder upon payment of the agreed price, free and clear of all tax and municipal claims, mortgages, liens, and charges and estates of whatsoever kind, except ground rents separately taxed. Purchasers are advised that once a deed is issued by the Berks County Tax Claim Bureau, the Berks County Tax Claim Bureau has no further responsibility for the quality of title. Please consult with an attorney about steps to be taken by you to assure good title.
14. The Tax Claim Bureau will sell the property as described on the docket in the Berks County Assessment Office, Berks County Recorder of Deeds Office and Berks County Tax Claim Bureau, subject to all existing occupancies, and makes no representation or warranty as to description, improvements or lack of improvements even though stated in the description, nor will it make any survey on a property sold. Without limitation, the generality of the foregoing, each property is offered without any guaranty or warranty whatsoever. All properties are sold subject to existing occupancy, if any. All properties are sold "AS IS, WHERE IS."
15. All Municipal, County and School Taxes accruing after the date of the sale are the responsibility of successful bidder.
16. All properties are sold under and by virtue of Act No. 542 of 1947, P.L. 1368 as amended, and known as the "Real Estate Tax Sale Law". All titles transferred by the Tax Claim Bureau are under and subject to the aforesaid Act.

Stacy A Phile, Director
Berks County Tax Claim Bureau

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