



WOODFORD COUNTY CLERK'S OFFICE

Sandra V. Jones, Clerk
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April 23, 2019

Re: 2018 Woodford County Delinquent Property Tax Sale

To Whom It May Concern:

The 2018 Woodford County Delinquent Property Tax Sale will be held this year on Friday, August 23rd at 10:00 a.m. at the Woodford County Courthouse, 103 South Main Street, Versailles, Kentucky in the community room in the basement. This letter will address any questions you may have about the upcoming tax sale of the delinquent property tax bills. In the event you have any questions that are not clearly explained in this letter, please contact my office at the above-listed phone number.

Listing of Available Tax Bills:

The list of the delinquent property tax bills is posted on the Woodford County Clerk website, <http://woodfordcountyclerk.com>. This list will also be published in the *Woodford Sun* in the August 1, 2019 edition.

Registration(s) for the Tax Sale:

All third party purchasers who meet the following conditions must register with the Department of Revenue by May 17, 2019 if: (1) your intentions are to purchase more than three (3) certificates of delinquency in a county; (2) your intentions are to purchase more than five (5) certificates of delinquency statewide; or (3) your intentions are to invest more than \$10,000 in certificates of delinquency. Additionally, all interested participants must register with the Woodford County Clerk's office by the close of business on August 16, 2019.

Procedures for Purchasing Delinquent Property Tax Bills:

1. There is no need to send a list of certificates if your intention is to purchase only the 2018 tax bills. If you purchased 2017 tax bills and you want the same bills, please indicate your intention. *Only the 2017 tax bills will be a priority status.*

2. The number of tax bills that can be purchased by an individual will be determined the morning of the tax sale. The sale will continue until all bills have been sold or until the bidding is concluded.

Payment Process:

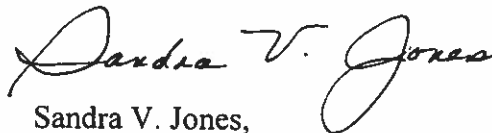
Payment is expected at the close of the tax sale. All payments must be made in the form of cash, money order, cashiers or certified check, or business check. Payment for the tax bills is to be made with two separate checks (**one check made payable to the Woodford County Clerk for filing fees and one check made payable to the Woodford County Clerk for the property taxes purchased**).

Please expect to pay the following charges:

- \$250.00 deposit at the time of registration;
- \$10.00 charge for each Certificate of Delinquency; and
- \$13.00 for the filing of the encumbrance. *An encumbrance must be filed within thirty (30) days from the date of the sale in the Woodford County Clerk's office.*

I look forward to working with you and if you have any questions or comments, please be sure to call my office.

Sincerely,



Sandra V. Jones,
Woodford County Clerk



_____ COUNTY CLERK
**CERTIFICATE OF DELINQUENCY
SALE REGISTRATION**

NOTE: THIS REGISTRATION FORM ALONG WITH ALL LISTS, REGISTRATION FEES AND DEPOSITS MUST BE SUBMITTED TO THE COUNTY CLERK'S OFFICE AT LEAST 10 CALENDAR DAYS PRIOR TO THE TAX SALE.

1. Name:
2. Street Address:
3. Mailing Address (If different from street address):
4. Telephone Number:
5. Include a copy of your state Certificate of Registration form (if applicable):
6. If you have purchased a certificate of delinquency in a prior year and you intend to purchase the current year's certificate of delinquency on the same property, please submit a list labeled "Priority Certificates of Delinquency." This list needs to include the following information:
 1. Current year's tax bill number;
 2. Taxpayer name;
 3. Amount due on current certificate of delinquency;
 4. Tax bill number and tax year of the prior year certificate of delinquency you already hold;
 5. Book and page number where the prior year certificate of delinquency you already hold is recorded;
 6. County account/parcel number (if applicable); and
 7. A copy of the prior year certificate of delinquency.
7. Please submit a separate list of the current year certificates of delinquency—for which no prior year claim exists—you would like to purchase at the tax sale. For each certificate of delinquency the following information needs to be provided:
 1. Tax bill number;
 2. Taxpayer name;
 3. Amount due on the certificate of delinquency;
 4. The total due for all certificates of delinquency.

8. Deposit. Calculate your required deposit:

Total amount due on all priority certificates listed in Item 6 \$ _____

plus

_____% of amount due on all current certificates listed in Item 7 \$ _____

Total Deposit \$ _____

Acceptable forms of payment include:
