

Basic Information Regarding Tax Sales

The Tax Claim Bureau's first sale is known as the **Upset Sale** (always held in September). The bid price is determined by the total amount of delinquent taxes, any current taxes reported to us and any municipal liens as well as our costs. Any liens, judgments, and/or mortgages, etc. are attached to the property. **SO KEEP THIS IN MIND WHEN BIDDING.** We, the Tax Claim Bureau, offer no warranty or guarantee whatsoever at any sale we conduct. The only reason the properties are being offered is that they are at least two years behind in their property tax. We have NO knowledge of the property or even the existence of such.

Our second sale is the **Judicial Sale** and is also known as the free and clear sale. It is our responsibility to notify all owners and any lien holders of the sale so they may intervene to protect their interest. Again we offer NO guarantee. It is extremely important that **you** know what you are bidding on.

The Upset Sale and the Judicial Sale are conducted as an auction bid.

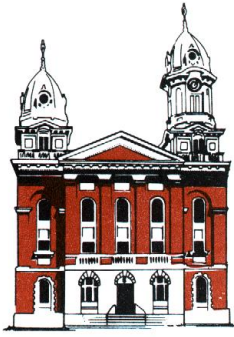
The purchaser(s) shall also be required to pay all costs for recording the deed, including all state and local realty transfer taxes.

Cash for the entire purchase price plus recording costs must be paid immediately after the property is struck down. Personal checks will be accepted only if our office has received a letter from your bank guaranteeing the funds are available, no later than the last business day before the sale.

All bidder(s) shall also be required to provide the Bureau no later than **10 days** before the sale with an individual or business certification form that states, within the Commonwealth of PA, the bidder(s) is NOT delinquent in paying real estate taxes, that no municipal utility bills are outstanding, that they do not have a Landlord License that has been revoked or are not bidding or acting as an agent who has had their license revoked, and do not have housing code violations under local codes within Venango County or is not bidding or acting as an agent for a person or business that has housing code violations. These forms are available in our office or on our web page. They must be notarized.

If the property still does not sell, it is put on our Repository List and can be bid on at any time. It is the decision of the taxing authorities to accept or reject your bid. They have up to **60 days** to notify the Tax Claim Bureau of their decision. We will then notify you by mail of the decision. Payment of the bid price and closing costs are due upon receiving notice from us.

All properties are sold under the RULE OF CAVEAT EMPTOR, OR LET THE BUYER BEWARE, and all purchasers are accordingly hereby so notified.



Venango County

Tax Claim Bureau

Courthouse Annex

1174 Elk Street · P.O. Box 831 · Franklin, PA 16323
814/ 432-9559 FAX 814/432-9511

Commissioners

Samuel H. Breene
Kenneth J. Bryan
Timothy M. Heffernan

Solicitor

Richard Winkler

Director

Julie C. Thompson

****Notice to Bidders****

EFFECTIVE August 30, 2021 – All prospective Bidders are required to **pre-register** for scheduled Upset or Judicial Tax Sales. Registration will **close 10 days before the sale.**

There are two Certification forms, one for individuals and one for businesses/LLCs.

To register, a Certification Form must be submitted with the following information.

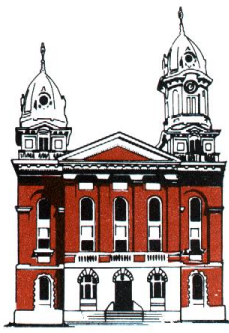
1. The individual's name, address, and phone number; or
2. The applicant's business name, including the name of all officers, business address and phone; or
3. The names, business addresses and phone numbers of all the members, managers, and any other persons with any ownership interest or right in the limited liability company.
4. If not bidding as an individual, documentation that the signer has the authority to act on behalf of the applicant and the individual appearing in person to register, as required under section 501-A(a), is the signer of the application or otherwise authorized to act on behalf of the applicant.

Additionally, the Certification Form states the applicant (1) is not delinquent in paying real estate taxes and has no municipal utility bills more than one year outstanding within the Commonwealth of PA; (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, failure to maintain the property in a reasonable manner such that the property posed a threat to health, safety or property, or permitted the use of property in an unsafe, illegal or unsanitary manner such that the property posed a threat to health, safety or property. The Certification Form is available on our website which can be downloaded or available for pick up in our office. The Certification Form must also be **notarized.**

ALL FORMS must be submitted to the Tax Claim Bureau by the registration cut-off date which will be 10 days before the scheduled sale.

NO registrations will be accepted after the cut-off date. **NO EXCEPTIONS.**

Julie Thompson, Director, Tax Claim Bureau



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2026 BUSINESS CERTIFICATION

I, _____, hereby certify that I am the authorized representative of
(Name of Representative)

_____, which is registered to do business in the state of
(Business Name)

_____ and said business is interested in purchasing one or more properties from any
(State)

tax sale held by the Venango County Tax Claim Bureau in 2026.

I certify on behalf of _____ the following:
(Business Name)

- A. It is not delinquent in paying real estate taxes owed to any taxing bodies within the Commonwealth of Pennsylvania.
- B. It is not delinquent in paying municipal utility bills as defined in Section 619.1(b) of the Real Estate Tax Sale Law, that are not more than one year outstanding within the Commonwealth of Pennsylvania.
- C. It does not have a Landlord License that has been revoked within Venango County.
- D. It has not within three years preceding the filing of this certification, engaged in a course of conduct or permitted an uncorrected housing code violation (including local building, housing, property maintenance or fire codes), to continue unabated after being convicted of an uncorrected violation, as defined in section 619(e) and has not either:
 - a. Failed to maintain property owned by the applicant in a reasonable manner such that the property posed a threat to health, safety or property; or
 - b. Permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property
- E. It is not bidding or acting as an agent for a landlord who has had their license revoked or for a person or business that has code violations.

I further certify that the following is a list of the officers of said business, their business titles, address and phone number. If the business is a Limited Liability Company (LLC) then you must list all members, managers, and any other ownership interest or right.

Name and Business Title

Address and Phone Number

1. _____
2. _____
3. _____

(If there are more please attach an additional sheet)

I/We affirm, under penalty of perjury or prosecution for a violation relating to unsworn falsification to authorities, that this certification is true and accurate.

Sworn to and subscribed before me

this ____ day of _____, ____.

Notary Public

Representative Name (Sign in front of notary)

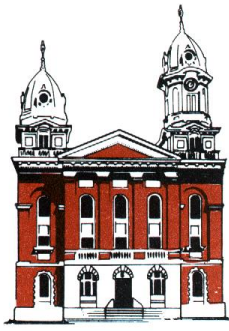
Representative Phone Number

Business Name

Address (must have street address in addition to PO Box if applicable)

Business Phone Number

OFFICE USE ONLY: IN PERSON REGISTRATION? Y N



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2026 INDIVIDUAL CERTIFICATION

I/We, _____ hereby certify the following:

(Legibly Print Name (s) Here)

I/We am/are an adult interested in purchasing one or more properties from any tax sales held by the Venango County Tax Claim Bureau in 2026 and am/are authorized to make this Certification that:

- E. I/We am/are not delinquent in paying real estate taxes owed to taxing bodies within the Commonwealth of Pennsylvania.
- F. I/We am/are not delinquent in paying municipal utility bills as defined in Section 619.1(b) of the Real Estate Tax Sale Law, that are not more than one year outstanding within the Commonwealth of Pennsylvania.
- G. I/We do not have a Landlord License that has been revoked within Venango County.
- H. I/We have not within three years preceding the filing of this certification, engaged in a course of conduct or permitted an uncorrected housing code violation (including local building, housing, property maintenance or fire codes), to continue unabated after being convicted of an uncorrected violation, as defined in section 619(e) and has not either:
 - c. Failed to maintain property owned by the applicant in a reasonable manner such that the property posed a threat to health, safety or property; or
 - d. Permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property
- E. I/we am/are not bidding or acting as an agent for a landlord who has had their license revoked or for a person or business that has code violations.

I/We affirm, under penalty of perjury or prosecution for a violation relating to unsworn falsification to authorities, that this certification is true and accurate.

Sworn to and subscribed before

me this _____ day of

_____, _____

Notary Public

Name (s) (Sign in front of notary)

Address (Street address in addition to PO Box if applicable)

Phone Number

OFFICE USE ONLY: IN PERSON REGISTRATION? Y N