



**INFORMATION AND PROCEDURES**

**FOR**

**DELAWARE COUNTY  
DEED SALE**

**DELAWARE COUNTY JUSTICE CENTER  
AUDITORIUM  
3100 S TILLOTSON AVE  
MUNCIE, INDIANA**

**TUESDAY, JULY 12, 2022  
10:00 AM**

**DELAWARE COUNTY**  
**2022 DEED SALE**  
**INFORMATION AND PROCEDURES**

*Please review the entire contents of this Guide!*

The Deed Sale enables the County to offer at public auction parcels that were previously offered at tax sale, did not sell, and the county subsequently took title to the parcels. The County Treasurer and County Auditor appreciate the attention of prospective bidders and buyers to the procedures governing this Deed Sale.

This information is provided as a public service to the purchaser of Deed Sale property, it is not to be considered a legal authority. The purchaser is responsible for compliance with applicable statutory requirements.

The Delaware County Deed Sale is being conducted with the assistance of Government Utilities Technology Service (GUTS).

Thank you for your participation.

Steven Craycraft  
Delaware County Auditor  
765-747-7717

Edward E. Carroll, Jr.  
Delaware County Treasurer  
765-747-7808

**GENERAL Points of Interest**

The Deed Sale in Delaware County is to begin as a public auction at 10:00 AM Delaware County Time, Tuesday, July 12, 2022. Instructions about the conduct of the Deed Sale will begin after 9:30 AM in the Auditorium of the Delaware County Justice Center, located on the 1<sup>st</sup> Floor at 3100 S. Tillotson Avenue in Muncie, Indiana. The sale will begin at 10:00 AM. After all parcels have been offered one time, the properties that remain unsold at the end of the sale will be offered one final time.

A complete list of Deed Sale items that are available for sale may be obtained from the following sources:

- 1) Newspaper: Properties available for sale were or will be advertised in the following publication on these dates:

*Muncie Star Press –            6/28/2022            7/5/2022*

- 2) Web site: All parcels that are available for sale can be viewed on the GUTS web site: <http://www.g-uts.com/deed-sales/#deed2022>. Click on the “List of parcels to be offered”. (*Note: This list is dynamic and will reflect any changes in parcels from the original list.*)

**Points of Interest (primarily) for PURCHASERS (BUYERS)  
of property in this year's Sale**

Prospective bidders entering the auditorium on the morning of the Deed Sale will have several checkpoints.

1. The Auditor and Treasurer will be checking a list of delinquent Delaware County taxpayers. Prospective bidders will not be permitted to participate in the Deed Sale if they owe delinquent taxes to Delaware County.
2. Prospective bidders will stop at a table to enable county staff to review required documents.
  - a. Bidder Registration Form, Bidder Eligibility Certification, Delaware County Deed Sale Disclaimers, and Secretary of State Certificate of Existence, if applicable.
  - b. In addition, the county will make a photocopy of the bidder's photo ID.
3. If the bidder did not submit the aforementioned materials to GUTS prior to the Deed Sale, they will stop at a third station for the bidder information to be entered into the computer.
4. The bidder will be given a bidder paddle after all steps are complete.

**Every** Deed Sale bidder will be required to have a bidder number in order to bid on a parcel in the public auction. Prospective bidders will need to fill out the items referenced in Item 2 (a and b). Those items can be found on the GUTS website (<http://www.g-uts.com/deed-sales/#deed2022>).

Bidders must clearly display your bidder paddle to the auctioneer to be acknowledged as a bidder on every parcel on which you intend to bid.

Bidder registration will begin at approximately 9:00a.m. at the Delaware County Auditorium. Bidders are asked to arrive no later than 9:30 AM to register. This will enable the sale to commence promptly at 10:00 AM.

A person is not eligible to bid in this sale if he/she owes taxes, penalties, special assessments, or Tax Sale costs on any parcels in Delaware County. If the ineligible person is a successful bidder in this Deed Sale, the sale is void and the bidder's bid amount will be applied to the costs of the sale and then to his/her delinquent taxes.

The "Parcel Number" is the primary key that identifies a property. Even though the advertising list also includes the property location and/or abbreviated legal description, the parcel number identifies the exact property offered for sale.

Parcels will be offered for sale with the Deed Sale Item Number. The item numbers start with 'Axx'; the auctioneer may or may not announce the 'A'.

At the sale, the parcels will be offered in item-number sequence. Any registered bidder may bid on an item as that item is announced. **A request to bid on a specific item number, such as A1, is considered a minimum bid for that item.** Once the minimum bid is made, that item is auctioned to the highest bidder. If the item called for is no longer in the sale, that fact will be announced, and a call for another item will be accepted. This procedure will continue until all items have been offered.

After all items have been offered once, the GUTS Deed Sale team will open up the auction for all available items to be offered on a first-asked, first-offered basis. A call for a specific item is considered a minimum bid for that item. Once the minimum bid is made, that item is auctioned to the highest bidder.

If there are multiple bidders after a minimum bid has been received for a particular item number, the auctioneer will announce the increment by which the bids will be increased.

No one should bid in this Deed Sale who does not intend to pay with the correct type of payment (Cash or Certified funds or Wired funds). Qualified checks must be for the exact amount of purchase and made payable to the Delaware County Treasurer. A high bidder who fails to pay the bid price in acceptable funds by the end of the Deed Sale day must pay a penalty of 35% of the amount of the bid.

**All sales are final!** There will be no refunds or exchanges. Prospective buyers are urged to research available properties thoroughly to aid in identifying the exact piece of property identified by the parcel number. Research may include, but not necessarily be limited to, a review of:

- Liens recorded with the Delaware County Recorder;
- Plat maps in the Delaware County Real Estate Office;
- Liens filed with the Delaware County Clerk.

The IRS may claim rights in parcels sold that are subject to Federal tax liens pursuant to a 26 U.S.C. §7425, which is different than that provided under Indiana Statute.

**If a successful bidder buys a “pig in a poke”, the buyer will get just that.** *(Make sure you know the parcel on which you are bidding. The Delaware County Treasurer and Auditor will not invalidate a sale simply because you thought you were buying something else!)*

After you have finished bidding and you are ready to pay for your purchases, you will need to proceed to the Treasurer’s office, Room 102 of the Delaware County Government Center, 100 W Main St, Muncie. Payments must be made by 3:00 p.m. on the day of the Deed Sale. Payment must be made with Cash, Certified or Wired Funds). **NO PERSONAL CHECKS OR BUSINESS CHECKS WILL BE ACCEPTED.**

After proper payment is made at the Treasurer’s office, it will take approximately 60 days for the Auditor to issue a Quitclaim Deed to the successful purchaser. The Quitclaim Deed is an “as-is, where-is” deed; Delaware County is not warranting title to the parcel.

Purchasers who obtain a parcel via the Delaware County Deed Sale will be responsible for taxes that are assessed on January 1, 2023, and payable in May and November of 2024.