



Kent County Sheriff's Office Sales Directive

**Kent County Sheriff Office
555 Bay Rd., Dover, DE 19901
(302) 736-2161/ Fax: (302) 736-2164**

Office Hours: 8:00am-5:00pm Monday-Friday

It is the bidder's responsibility to do their due diligence when researching properties with regards to liens and other obligations they would be responsible for in the event they are the winning bidder. Research can be done at the Recorder of Deeds Office, which is located at the Kent County Administrative Complex Building, 555 Bay Rd., Dover, DE 19901. Also, research can be done at the Prothonotary's Office, which is located at the Kent County Courthouse at 414 Federal St., Dover, DE 19901.

Winning bidders/buyers are required to provide \$2,000.00 (non-refundable) for each property purchased. Only a certified check or cash will be accepted at the time the bidding is closed. This \$2,000.00(non-refundable) deposit is required for both Foreclosure and Monition Sales. The balance of the bid may be paid with a personal check. If the bidder/buyer fails to complete the sale by paying the remaining balance

all money received by the Kent County Sheriff's Office will be FORFEITED!!

All sales are advertised in the Dover Post and the Delaware State News two weeks prior to the sales. The Kent County Sheriff's Office does offer printed sales lists to the public for .25cents per page. The sales list is also available on the Kent County Sheriff's website (co.kent.de.us)at no cost.

There are three types of Sheriff Sales:

- 1. County Tax Sales:** Properties are being sold for non-payment of County taxes and/or County water and sewer fees for no less than a two year period. These sales are held approximately every three months. These sales are held at the Kent County Administrative Building- Levy Court Chambers, 555 Bay Rd., Dover, DE 19901.
- 2. City or Town Tax Sales:** Properties are being sold for non-payment of Town taxes and/or delinquent water and sewer fees. All properties are located within Town or City limits for which the taxes/fees have not been paid for at least a two year period. These sales are held at the Kent County Administrative Complex Building- Levy Court Chambers, 555 Bay Rd., Dover, DE 19901.

These sales are done by verbal bidding, with the property going to the highest bidder. No matter what is owed in taxes, the property is sold to the highest bidder. The bidder/buyer is required to pay \$2,000.00 (non-refundable) cash or certified check at the time of the winning bid. The

remaining balance must be paid in full to the Kent County Sheriff's Office by cash, personal check or guaranteed funds (cashier or certified checks) by 2:00pm the day of the sale. The original owner of the property has approximately 90 days to pay their delinquent taxes plus 15% of the highest bid to redeem their property. If the original owner does redeem their property, the buyer will receive their money back plus 15% of their bid. Within this 90 day period, the buyer will only hear from the Kent County Sheriff's Office if the property is redeemed or if the sale has been overturned by the court. If the buyer does not hear from the Kent County Sheriff's Office, the buyer will proceed to their attorney's office to have a deed prepared. The buyer's deed will be sent to this office for the Sheriff's signature. The signed deed will be returned to the buyer's attorney for recording. Any checks regarding transfer fees can be obtained from the Kent County Department of Finance located at the Kent County Administrative Complex Building, 555 Bay Rd., Dover, DE 19901, (302) 744-2393.

- 3. Mortgage Foreclosures:** Mortgage foreclosures are usually held the first Tuesday or Thursday of every month. Properties are being sold for non-payment of mortgage. These sales are done by verbal bidding with the property going to the highest bidder. The attorney for the mortgage company gives the opening bid and the bidding starts from there. Prior to the sale, the Kent County Sheriff's Office has no knowledge where the bidding will start. There is no redemption period for this type of sale. The highest bidder/buyer is required to pay 20% of the winning bid on the day of the sale. Cash, cashier or certified checks are the only forms of payment that will be accepted and must be received in the Sheriff's Office by 2:00pm. The balance of the bid is due in approximately 30 days, in the same type of payment forms. After

the sale is confirmed by Superior Court, the buyer should report to their attorney to have a deed drawn up. The deed is then sent to the Kent County Sheriff's Office to be signed by the Sheriff, at which time a check for 1 $\frac{1}{2}$ % of the transfer fee is drafted. The deed along with the transfer fee check is returned to the buyers attorney to be recorded. If for some reason the sale is not confirmed by the court, the buyer will be notified. These sales are held at the Kent County Administrative Complex Building- Levy Court Chambers, 555 Bay Rd., Dover, DE 19901.

It is the bidder's responsibility to research properties as to whether there are any other mortgages or liens against the property that the bidder/buyer could be responsible for if awarded the winning bid. The Kent County Sheriff's Office does not guarantee clear titles. Research can be done at the Recorder of Deeds Office located at the Kent County Administrative Complex Building, 555 Bay Rd., Dover, DE 19901, or at the Prothonotary's Office located in the Kent County Courthouse, 414 Federal St., Dover, DE 19901.

EXAMPLE OF A MORTGAGE FORECLOSURE AUCTION:

DATE: Thursday October 6th, 2016 (1st Thursday of the month)

AUCTION: 123 Sheriff Street Sherifftown, DE 12345

The Sheriff will ask for an opening bid from the attorney representing the Plaintiff/Bank.

Attorney for bank opens the bidding @ \$149,000.00 (EXAMPLE ONLY), bidding starts and the winning bidder wins with a bid of \$150,000.00.

As soon as the gavel is dropped (SHERIFF SAYS "SOLD") a deputy will respond to where you are sitting and retrieve \$2,000.00

cash/certified check and a government issued photo identification card.

After the auction comes to an end the winning bidder will respond downstairs to the Sheriff's Office. At that time, one of the secretaries will advise you that 20% of your winning bid is due by 2pm that day.

EXAMPLE

\$150,000.00

X 20%

\$30,000.00

-\$2,000.00

(security deposit you gave at auction)

\$28,000.00

(due by 2pm that day)

\$120,000.00 (remaining balance) is due prior to confirmation..

The remaining balance is due on the 1st Monday following the 3rd Thursday of the following month (Approx. 30 days).

Confirmation by the court will be the Friday following the Monday when the final balance is due. If the remaining balance is not paid on the date specified, **NO DEED WILL BE ISSUED** and all monies deposited will be forfeited and used to pay all of the sheriff's fees associated with the sale and the remaining balance will be sent back to the attorney's office representing the plaintiff/bank (Attorney's Office that brought the property to sale).

ALL WINNING BIDDERS ACCEPT/ASSUME ALL RESPONSIBILITY/LIABILITY SET FORTH BY THIS DIRECTIVE!

