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## THE CUYAHOGA COUNTY SHERIFF'S DEPARTMENT

THE JUSTICE CENTER 1215 West 3rd Street, Cleveland, Ohio 44113

### Terms of Sale

Foreclosure sales are conducted **every Monday at 9:00 a.m.**, unless said Monday is a holiday then the sale will be conducted on the next legal business day at 9:00 a.m. The sales are held in the Justice Center, located at 1215 West 3<sup>rd</sup> Street, Cleveland, Ohio 44113.

All successful bidders at the Sheriff's sale will be required to pay the below fees in addition to the purchase price:

- Recorder's Fee: \$36 for the first three (3) pages
- Sheriff's Recording Fee: \$75
- Auditor's Conveyance Fee (purchase price x .4% + \$0.50 per parcel)
- Sheriff's Deed Fee: \$50
- Fiscal Officer's Deed Fee: \$5 (Tax Delinquent and Tax Lien Certificate Sales ONLY)

For the deposit schedules, please refer to Local Rule 27, House Bill 390 or the Sheriff Sale Warning Letter. Deposits and payments are only accepted in the forms of cash, money order, or certified check made payable to the Cuyahoga County Sheriff. Please note that personal checks, company checks, letters of credit and charge cards will not be accepted. If the deposit is not made immediately at the time of sale, the Sheriff shall disregard the bid and shall immediately reoffer the property for sale. Please have your driver's license or other form of government identification ready. If the balance of the purchase is paid within eight (8) calendar days on Bank foreclosures or fifteen (15) calendar days on Tax Delinquent or Tax Lien Certificate sales, no interest accrues, otherwise the balance due will bear interest at the rate of 10% per annum from the date of sale to the date the balance is paid to the Sheriff's Office. If the balance is not paid within thirty (30) days from the date of the confirmation of sale, the purchaser shall be in contempt of court, a citation shall be issued and you may forfeit some or all of your deposit.

Withdrawn properties will be posted at the Sheriff's Sale.

The Sheriff's Office Civil Division is now responsible for recording the deed prior to pick up.

The Sheriff's Office Civil Division does not have access keys to the properties.

For additional foreclosure information, please contact the Docket Division of the Cuyahoga County Clerk's Office located on the 1<sup>st</sup> floor of the Justice Center. You will need the case number of the property for reference. Information may also be obtained with the Appraisal Department, located on the 2<sup>nd</sup> floor in the County Administration Building, 2079 East 9<sup>th</sup> Street, Cleveland, Ohio. You will need the parcel number and/or the address of the property. Any member of the public may request a copy of the building card, please note that a fee will be charged for the request.

### Please Note

It is the responsibility of the prospective purchaser to check into the properties for back taxes, delinquent utility bills, liens, and or any additional costs. Real estate taxes, which include tax assessments, penalties and interest, may be paid from the proceeds of sale. The County Treasurer shall estimate the apportionment, subject to Ohio Revised Code 323.47.

Individuals who are attending a Sheriff's sale for the first time with the intent to purchase a property are advised to proceed with extreme caution and read the Sheriff's Sale Warning Letter. It is expected that all purchasers at the sale have contacted their own real estate attorney and title company prior to the sale. If you have any questions relative to the new legislation, it is strongly recommended that you contact your real estate attorney and your title company prior to purchasing the property. Please be informed the legal notices of foreclosure and tax delinquent property are published prior to the sale in the Saturday's edition in *The Daily Legal News*.