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## THE CUYAHOGA COUNTY SHERIFF'S DEPARTMENT

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

### Terms of Sale

All foreclosure sales, other than tax delinquent sales, are conducted **every Monday at 9:00 am.**, unless said Monday is a holiday then the sale will be conducted on the next legal business day at 9:00 am. Tax Delinquent sales (County Treasurer as Plaintiff), when scheduled, will be held on a Tuesday beginning at 9:00 am. All sales are held online at <https://cuyahoga.sheriffsaleauction.ohio.gov/>, sales cannot be attended in person. Registration and deposit guidelines must be met to be eligible to place a bid on a property.

Properties that were scheduled for a specific sale date that will no longer be offered on that date will be posted on <https://cuyahoga.sheriffsaleauction.ohio.gov/>.

All payments made to the Sheriff must be in the form of a certified bank check or money order (*money orders not to exceed a total of \$10,000*). **CASH WILL NOT BE ACCEPTED.**

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: \$42 for the first three (3) pages
- Sheriff's Recording Fee: \$75
- Auditor's Conveyance Fee (.4% of the purchase price rounded up to the nearest \$100 + \$0.50 per parcel)
- Sheriff's Deed Fee: \$50
- Fiscal Officer's Deed Fee: \$5 (Tax Delinquent and Tax Lien Certificate Sales ONLY)

Balance of the purchase price must be paid to the Sheriff within thirty (30) days of the confirmation date. Unless the purchase price is paid in full within fifteen (15) days of the date of sale relating to tax delinquencies or within eight (8) days for all other sales, the balance due will bear interest at the rate of 10% per annum from the date of sale to the date of payment.

The Sheriff's Office Civil Division shall record the Sheriff's 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, 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 that intend to purchase a property are advised to proceed with extreme caution and should read the Local Rule 27, Terms of Sale, Sheriff Sale Warning Letter and the information posted on <https://cuyahoga.sheriffsaleauction.ohio.gov/>. It is expected that all purchasers 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 of *The Daily Legal News*.