



Trustee Property Resale Policy & Purchase Procedure

FORECLOSURE PROPERTY

“Tax Foreclosure Properties” are properties with a Judgment to foreclose on the tax lien, order by a Tom Green County District Court.

“Bank or Mortgage Foreclosure” are properties with a Judgment to foreclose on a mortgage lien.

TAX TRUSTEE PROPERTY

Tax Trustee Property is property that did not sell at a Tax Foreclosure/Sheriff’s Sale ordered by Court with Judgment to foreclose the tax lien. Plaintiff Party (taxing unit that filed suit) receives property to hold on behalf of itself and other taxing units. Tax Trustee Property is referred to as “struck-off” property and is listed by the Appraisal District in the entity’s name as “TAX TRUSTEE” i.e. *Tom Green County, Trustee*

Tom Green County uses ‘private sale’ the most common method for sale of Tax Trustee Property per Section 34.05 (h) and/or (i) of the Texas Tax Code.

Private Sale: Interested person submits an offer “in-writing” to the *Tax Trustee* to purchase property. The Tax Trustee may accept or reject the offer. If the offer is accepted, it must:

1. Be enough to satisfy the taxes and associated cost for court and sale owed with the judgment, or;
2. When the offer is less than # 1, all taxing units involved with the property must approve the sale. Taxing units on a subject property will be those listed on the Appraisal District record, commonly known as a “Schedule A.”
3. If all the properties taxing units do NOT agree to the sale, the offer is rejected.
4. If all taxing units approve, a “Deed Without Warranty” is prepared.

Notice

Property is sold subject to all easements and subdivision restrictions. Buyer is responsible for determining the liabilities that exist on a property by familiarizing himself with the property location, availability of water, liens, restrictions, etc.

Property is sold “As Is” subject to ALL easements, blanket easements, right-of-ways, covenants, and conditions, subdivision restrictions, water rights to Grantor, and all other restrictions or conditions, including physical conditions.

Warranties

Tom Green County does not make any Warranties or Guarantees, expressed or otherwise.

Tax Resale Deed

Once the final sale is approved a Deed Without Warranty will be issued.

Return of Offer

The full amount of the offer will be retained until all taxing entities involved with the property have approved/disallowed the sale of the property. If the offer is NOT accepted, by any one of the properties taxing entities, the full amount of the offer will be returned to potential buyer.

Acceptance/Rejection

Tom Green County expressly reserves the right to accept and/or reject any offer. Final approval and acceptance rests with the Tom Green County Commissioners’ Court.

Timeline

Due to the potential number of taxing units from whom approval must be obtained the time from offer to receipt of the Deed Without Warranty can take up to four (4) months.

Roads, Easements, and Utilities

Tom Green County makes no representations as to the availability of roads, easements, utilities or costs associated with utilities. It is the Buyer's responsibility to determine availability and costs of utilities.

Right of Redemption

All properties sold are subject to right of redemption as stated in Texas Tax Code Section 34.21. Prospective Buyers should read the redemption statutes carefully.

TO PURCHASE TRUSTEE PROPERTY

Notice: Offers of less than \$500 will NOT be considered.

Be sure and fill out the entire form. Be careful to insert correct numbers and spelling in the following:

- Trustee Property Suit #: the number assigned by district court when property was foreclosed.
- Tom Green County Appraisal District Account #: the account number assigned to the property by the Appraisal District.
- Legal Description: this is the legal description of the property as reflected on the tax roll.
- Bid Amount: this is the amount you are willing pay for the property.
- Name & Address of Bidder.
- Exact Name and Address to appear on the deed.

Each Written Offer must be accompanied by a Certified or Cashier's Check (on a solvent bank in the State of Texas) or a money order, drawn to the order of the Buyer for the FULL AMOUNT of the offer.

Persons submitting bids on more than one property must submit a separate '*Trustee Property Bid Submission Form*' and a separate certified or cashier's check or money order for each property desired.

Submit bid form(s) and payment(s) to:

Tom Green County Clerk's Office
124 W. Beauregard, 1st Floor
San Angelo, TX 76903

Upon receipt of the above, payment will be deposited and a receipt will be given or mailed to the buyer.

The above office will place an agenda item on the next County Commissioners' Court Agenda for consideration of the offer.

If offer is for the full amount owing, and Commissioners' Court approves the offer, a Deed Without Warranty is prepared.

If the Commissioners' Court approves an offer for less than the full amount owing, the property's other taxing entities will be contacted approval of the sale.

After receipt of approval of all the property's other taxing entities, a Deed Without Warranty will be prepared.

When the Real Estate Department receives the Deed Without Warranty the buyer is notified that the deed may be picked up.

When the buyer arrives to pick up the deed, he/she will be required to pay the deed recording fee before being given the deed.

Only offers submitted on a Tax Trustee Property Bid Submission Form will be accepted.

Offers of less than \$500 will not be considered.

TOM GREEN COUNTY
TRUSTEE PROPERTY BID SUBMISSION FORM

Directions: Use only this form. Fill in all blanks, Print and Sign form. Mail or Hand Deliver form in a sealed envelope with “Trustee Property Resale Bid” in the lower left-hand corner of the envelope to:

Tom Green County Clerk’s Office
Attn: Real Estate Department
124 W. Beauregard, 1st Floor
San Angelo, TX 76903

Date: _____ Trustee Property Suit #: _____
Example: B-00-0000-T

TGC Appraisal District Account #: _____ - _____ - _____ - _____ - _____
(Example: 00-00000-000-000-00)

Legal Description and Property Address: _____

I, _____, of _____,
(Print Name) (Print Address)
_____, may be reached at the following Home Phone
(Print City, State and Zip Code)

Number: _____ and/or Cellular Phone Number _____,

submit a bid in the amount of \$ _____ for the above listed property.

Payment of the full bid amount is made by: Certified Check Cashier’s Check Money Order

Certified / cashier’s check or money order shall be payable to: **“TOM GREEN COUNTY**

Include in “For” portion of the check: **“Trustee Property Purchase”**

Note: Personal checks and credit cards are NOT accepted. Your certified, cashier’s check or money order will be deposited and cashed by Tom Green County to cover the cost of attorney, District Clerk fee’s, Sheriff fee’s, court costs, and back taxes that are owed on the property.

Final sale approval, if any, is in the sole discretion of the Tom Green County Commissioners’ Court.

I understand that if my bid is accepted, I will be notified. The process to secure approval of all the property’s taxing entities may take more than 90 days. If any taxing entity does not approve the sale my bid will not be accepted and payment will be returned.

THE FOLLOWING INFORMATION WILL APPEAR ON THE DEED AND CANNOT BE LATER CHANGED. Please Print:

Name(s) _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

By submission of this form and payment, I represent that I have read and accept the tax resale procedures for Tom Green County Trustee Properties.

Signature of bidder