



TAX CLAIM BUREAU

DIRECTOR
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Bidder Affidavit Guidance

Per House Bill #264; Act 33 – ALL prospective bidders are required to preregister prior to the sale date for Upset, Judicial and Repository Sales.

New legislation requires the following information to be on an affidavit, ten days in advance of the sale:

- If an individual, the individual's name, residential address, and phone number.
- If an LLC, the LLC's name, the address and phone number of all members/managers/owners, the business address, and phone number.
- If any other type of entity, the applicant's business/entity name, the name of all the business' officers, the business address, and phone number.
- The applicant must then include an affidavit stating as follows:
 - The applicant is not delinquent in paying taxes to any taxing district in the Commonwealth and that the applicant has no municipal utility bills that are not more than one year outstanding anywhere in the Commonwealth.
 - The applicant is not bidding for or acting as an agent for a person who is barred from participating in the sale under any relevant law.
 - The applicant has not, within the past three years, engaged in a course of conduct or permitted an uncorrected housing code violation to continue unabated after being convicted of an uncorrected housing code violation and has also not:
 - failed to maintain property owned by the applicant in a reasonable manner such that the property posed a threat to health, safety, or property;
 - permitted the use of property in an unsafe, illegal or unsanitary manner such that the property posed a threat to health, safety or property; and
 - understands that an applicant who signs a bidder registration application knowing that it contains a false statement and who causes it to be filed with the bureau shall be subject to prosecution for the commission of a misdemeanor of the second degree in violation of 18 Pa.C.S. § 4904(a) (relating to unsworn falsification to authorities).
 - If the applicant is not an individual, documentation that the signer has the authority to act on behalf of the applicant, and the individual appearing in person to register is the signer of the application or otherwise authorized to act on behalf of the applicant.

Applicable forms as listed below must be submitted to the Centre County Tax Claim Bureau by the Pre-Registration to include a \$25.00 non-refundable fee and a copy of your drivers license. The deadline of Friday, September 1, 2023 in order to participate in the 2023 Centre County Tax Upset Sale scheduled for Tuesday, September 19, 2023, at 10:00 AM. The sale will be held in the front lawn of the Willowbank Building at 420 Holmes Street, Bellefonte, PA 16823.

Forms required for registration include:

Individual Affidavit: This form must be completed for any individual person or persons intending to participate in the Upset Tax Sale.

Corporate Affidavit: This form must be completed by any corporate entity to include the applicant's business/entity name, the name of all business officers, business address, and phone number. Please attach a sheet that includes all names, addresses and phone numbers for all owners.

LLC Business Affidavit: This form must be completed and accompanied by a second sheet that includes all names, addresses, and phone numbers for all owners of the LLC Business.