

CINDI L. HENRY

Auditor
Secretary of Budget Commission
Secretary of Board of Revision



BELMONT COUNTY

Auditor's Office

101 West Main Street, St. Clairsville, Ohio 43950
www.belmontcountyohio.org/auditor.htm

Auditor & Fiscal	(740) 699-2130
Real Estate & Appraisal	(740) 699-2132
Deed Transfer	(740) 699-2136
Manufactured Homes	(740) 699-2131
Dog/Kennel License	(740) 699-2131
Vendor License	(740) 699-2131
Weights & Measures	(740) 699-2132
Fax	(740) 699-2154

Dear Forfeited Land Sale Participant:

In an effort to expedite the morning's registration process for the Forfeited Land Sale scheduled to take place on September 18, 2025, at 10:00 a.m. at the Belmont County Courthouse, located at 101 West Main Street, the Belmont County Auditor's Office is now pre-registering those who will take part. You may register prior to the sale in person at the Belmont County Auditor's Office, by mail, fax, or email.

To take advantage of our pre-registration process, the following items will be required:

1. Clearly and completely fill out the enclosed pre-registration form document.
2. Read and sign the Rules of Sale agreement.
3. Include a photocopy of your driver's license. (This will be securely shredded as soon as it has served its purpose as an identifier for Forfeited Land Sale registration purposes.)
4. Please be sure to sign the delinquent tax affidavit on the pre-registration form stating that you own no properties with delinquent taxes in the State of Ohio. Bidder registration forms without the affidavit signature will not be accepted. **ALL PROPERTY TAXES MUST BE PAID IN FULL TO BE ELIGIBLE TO BID.**
5. Include Business Filing documents validating the company's status with the Ohio Secretary of State (if applicable). Appropriate screen prints from the Secretary's website will suffice.

If you choose not to pre-register, it is strongly recommended you arrive 45 minutes prior to the start of the sale to register. **ALL BIDDERS MUST REGISTER TO BE ELIGIBLE BID.** If you have questions, do not hesitate to call the Belmont County Auditor's Office.

Sincerely yours,

Cindi L. Henry
Belmont County Auditor

RULES OF SALE - BELMONT COUNTY AUDITOR'S OFFICE FORFEITED LAND SALE

1. ALL SALES ARE FINAL. Full payment must be made by cash, check, or money order immediately after the close of sale. A receipt in the form of a certificate of sale will be issued at the time the parcel is paid in full. NOTE: The County Auditor's Office permits a purchaser's certified check or money order as acceptable forms of payment, however, in the event the bank refuses to honor such payment for any reason, said purchaser will be prohibited from tendering payment other than cash for any future bid.

2. A DEPOSIT OF \$500 IS DUE THE DAY OF THE SALE. FINAL PAYMENT DUE ON THURSDAY, SEPTEMBER 25TH. Bidders who wish to pay in full by check may do so immediately following the sale. Otherwise, a Deputy Auditor will schedule a specific time for you to arrive at the Belmont County Auditor's Office to sign paperwork and make the final payment. Checks and money orders should be made out to the Belmont County Auditor.

3. THE LAW DOES NOT PERMIT THE COUNTY AUDITOR TO ACCEPT CREDIT OR INSTALLMENT PAYMENTS, OR TO REFUND ANY MONEY OR CANCEL A SALE. Therefore, be sure to examine the property for location, size and shape, zoning restrictions, desirability, and conditions of usability before bidding. BIDDERS should check street locations carefully as names of streets may have been changed by annexations, platting or replatting, etc. If you have not carefully researched the property and physically viewed it, you may wish to reconsider bidding on the property.

4. Individuals who are attending the Auditor's Sale for the first time with the intent to purchase a property are advised to proceed with extreme caution. The law in Ohio relative to Real Estate is "*Caveat Emptor*", which means "**BUYER BEWARE**". Acceptance of your bid creates a contract between the bidder and the County Auditor. **The Belmont County Auditor may file a lawsuit for breach of contract if you fail to pay the full sale price and you may be prohibited from bidding in future sales.**

5. The County Auditor cannot give any warranty of title. All sales are subject to federal tax liens, assessments, mechanics liens & other liens of record, if any. The County Auditor does not give any representation of possession, eviction, prior inspection, scheduled demolition, health code violation, or any other matter. Buyers are encouraged to investigate these matters prior to the sale.

6. Participants will be required to complete a registration form prior to the start of the sale providing the salesclerk the **FULL NAME AND ADDRESS** of the person or company intended to be **GRANTEE** of the Auditor's Deed and if such Grantee is an individual, his or her marital status and such as Married, Single, Widow, etc. along with a form of identification. **The Auditor's Office will only prepare a deed in the name of the successful bidder.**

7. Belmont County real estate taxes for all properties sold will be fully remitted up to the day of sale.

8. All bids at this auction will be accepted only tentatively, the County Auditor reserving the right to investigate and reject any bid at any time before Auditor's Deed is delivered.

9. Forfeited land cannot be sold to any person that is delinquent on any property taxes in the State of Ohio. **(ORC 5723.06)**

10. If the County Auditor discovers within three years after the date of sale that a parcel was sold to that owner or a member of the specified class of parties connected to that owner for a price less than the amount so described, and if the parcel is still owned by that owner or a member of the specified class of parties connected to that owner, the auditor within thirty days after such discovery shall add the difference between that amount and the sale price to the amount of taxes that then stand charged against the parcel and is payable at the next succeeding date for payment of real property taxes. As used in this paragraph, "immediate family" means a spouse who resides in the same household and children.

11. All purchasers, or their representatives, will be required to sign an Affidavit of Non-Ownership and present valid identification. **(ORC 5723.06)** Ohio law prohibits forfeited land from being sold for any amount less than the total amount of taxes, assessments, penalties, interest, and costs if the person bidding was the owner of the parcel immediately prior to foreclosure or foreclosure and forfeiture.

12. All deed descriptions will be compiled from deeds on record with the Recorder's office. Please be aware that according to the Belmont County Conveyance Standards, if you are the successful bidder on a property whose legal description fails to close within current state standards, a new survey will be required before you can convey, for money, the property out of your name.

13. The purchaser does not become the owner until the deed is delivered to the County Recorder. This will be about four to six weeks after the sale. You cannot enter the property, alter it, or remove anything from the property until you are the owner, which is after the deed is recorded. The purchaser will be contacted by telephone to notify them when the deed is delivered to the County Recorder.

14. Opening bids have been set as taxes and costs due for each property. If there are no bids for this amount, bids starting at \$500 will be taken from the floor.

Belmont County Auditor Forfeited Land Sale

Please read and sign below

1. I am at least 18 years of age.
2. I have read and agree to the rules of the Auditor Sale.
3. I understand the law does not permit the County Auditor to accept credit or installment payments, or to refund any money or cancel a sale.
4. I understand acceptance of a bid creates a contract between the bidder and the County Auditor.
5. I understand the Belmont County Auditor may file a lawsuit for breach of contract if I fail to pay the full sale price.
6. I agree to pay a non-refundable deposit of \$500 due today for each property I purchase.
7. I agree to pay the balance in full at a date scheduled no later than September 25, 2025.
8. I understand I am prohibited to bid at Auditor Sale if I currently owe any property taxes in the State of Ohio.
9. I understand if I am bidding on behalf of a business, I am required to provide documents validating the company's status with the Ohio Secretary of State. A screen print from the Secretary of State's website will suffice.
10. I understand that if I register the day of the sale, I will not be allowed to bid until a member of the Belmont County Auditor's staff verifies I do not owe delinquent property taxes in the State of Ohio.

I hereby attest that I have read and agree to the above conditions for the Belmont County Auditor Forfeited Land Sale.

Signature: _____

Print Name: _____

Date: _____

Belmont County Auditor Forfeited Land Sale Registration Form

Belmont County Auditor
101 West Main Street
St. Clairsville, Ohio 43950
Phone: (740) 699-2130
Fax: (740) 699-2166

(Please print clearly with ink)

Name of Bidder: _____

If Bidder is a Business, Name of Representing Agent: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: (____) _____ E-Mail Address: _____

How would you like name/ownership listed on deed? (If same as above –please list “same”)

*Name cannot be changed after registration is complete. If name is a business, documents validating the company’s status with the Ohio Secretary of States are required. Appropriate screen prints from the Secretary’s website will suffice.

Where would you like the tax bill to be mailed? (If same as above – please list “same”)

Where would you like the deed to be mailed? (If same as above – please list “same”)

Please indicate which parcels you are interested in.

DELINQUENT TAX AFFIDAVIT

I declare that to the best of my knowledge and belief, I do not owe delinquent taxes on any real property in the State of Ohio.

Signature: _____ Date: _____

ORC 5723.06 prohibits forfeited land from being sold to a person who has delinquent taxes on any real property in the State of Ohio. This section of the code also prohibits forfeited land from being sold for any amount less than the total amount of the taxes, assessments, penalties, interest, and costs if the person bidding was the owner of the parcel immediately prior to foreclosure or foreclosure and forfeiture, or a person directly related to the previous owner as described in the code.