

To Who It May Concern

The County of Hertford owns the following parcels of property as a result of Tax Foreclosures: (see attached).

If you are interested in purchasing this property you must submit a Bid Proposal to the Hertford County Board of Commissioners. Submit in writing, your name, address, telephone number, fax number and email address if available to the Chairman of the Hertford County Board of Commissioners, P. O. Box 116, Winton, NC 27986.

The Proposal must include the Parcel PIN Number, along with a personal, certified or cashier check in the amount of five percent (5%) of the total Bid amount.

If the Bid is not upset, and then accepted by the County Commissioners, a certified or cashier check will be required for the balance.

Prior to submitting a Bid, contact Gay Sumner, Tax Collector, for an updated amount due and confirmation of the amount needed for minimum Bid to satisfy all taxes, interest and cost accrued by Hertford County in obtaining the property.

Memorandum

To: Chairman, Hertford County Board of Commissioners

FROM: Name _____

Address _____

Telephone _____

Email _____

Date _____

Re: Request for Purchase of Tax Foreclosed Property

I offer a Bid Proposal in the amount of \$ _____ for the following tax foreclosed property:

PIN # _____

Property Name _____

Bid Deposit _____

Date

Signature

Submit To: Hertford County Manager's Office ■ Post Office Box 116 ■ Winton, NC 27986 ■ PH # 252-358-7805 ■ Fax # 252-358-7806