

# Venango County Tax Claim Bureau

**Courthouse Annex**  
1174 Elk Street · P.O. Box 831 · Franklin, PA 16323  
814-432-9559 FAX 814-432-9511

**Commissioners**  
Samuel H. Breene  
Michael C. Dulaney  
Albert “Chip” Abramovic

**Solicitor**  
Richard Winkler

**Director**  
Julie C. Thompson

## **\*\*Notice to Bidders\*\***

EFFECTIVE August 30, 2021 – All prospective Bidders are required to **pre-register** for scheduled Upset or Judicial Tax Sales. Registration will **close 10 days before the sale.**

There are two Certification Forms, one for individuals and one for businesses/LLCs.

To register, a Certification Form must be submitted with the following information:

1. The individual’s name, address, and phone number; or
2. The applicant’s business name, including the name of all officers, business address, and phone number; or
3. The names, business addresses, and phone numbers of all members, managers, and any other persons with any ownership interest or right in the limited liability company.
4. If not bidding as an individual, documentation that the signer has the authority to act on behalf of the applicant and the individual appearing in person to register, as required under section 501-A(a), is the signer of the application or otherwise authorized to act on behalf of the applicant.

Additionally, the Certification Form states the applicant (1) is not delinquent in paying real estate taxes and has no municipal utility bills more than one year outstanding within the Commonwealth of PA; (2) is not bidding for or acting as an agent for a person who is barred from participating in the sale; and (3) has not engaged in or permitted an uncorrected housing code violation, failure to maintain the property in a reasonable manner such that the property posed a threat to health, safety or property, or permitted the use of property in an unsafe, illegal or unsanitary manner such that the property posed a threat to health, safety or property. The Certification Form is available on our website which can be downloaded or available for pick up in our office. The Certification Form must also be **notarized.**

ALL FORMS must be submitted to the Tax Claim Bureau by the registration cut-off date which will be 10 days before the scheduled sale.

NO registrations will be accepted after the cut-off date. NO EXCEPTIONS.

Julie Thompson, Director, Tax Claim Bureau



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## 2021 INDIVIDUAL CERTIFICATION

I/We, \_\_\_\_\_ hereby certify the following:  
(Legibly Print Name (s) Here)

I/We am/are an adult interested in purchasing one or more properties from any tax sales held by the Venango County Tax Claim Bureau in 2021 and am/are authorized to make this Certification that:

- A. I/We am/are not delinquent in paying real estate taxes owed to taxing bodies within the Commonwealth of Pennsylvania.
- B. I/We am/are not delinquent in paying municipal utility bills as defined in Section 619.1(b) of the Real Estate Tax Sale Law, that are not more than one year outstanding within the Commonwealth of Pennsylvania.
- C. I/We do not have a Landlord License that has been revoked within Venango County.
- D. I/We have not within three years preceding the filing of this certification, engaged in a course of conduct or permitted an uncorrected housing code violation (including local building, housing, property maintenance or fire codes), to continue unabated after being convicted of an uncorrected violation, as defined in section 619(e) and has not either:
  - a. Failed to maintain property owned by the applicant in a reasonable manner such that the property posed a threat to health, safety or property; or
  - b. Permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property
- E. I/we am/are not bidding or acting as an agent for a landlord who has had their license revoked or for a person or business that has code violations.

I/We affirm, under penalty of perjury or prosecution for a violation relating to unsworn falsification to authorities, that this certification is true and accurate.

**Sworn to and subscribed before**

**me this \_\_\_\_\_ day of**

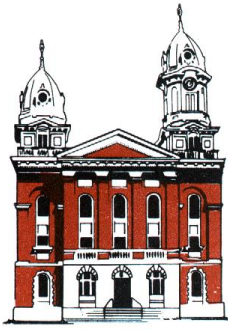
\_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
**Notary Public**

\_\_\_\_\_  
**Name (s)** (Sign in front of notary)

\_\_\_\_\_  
**Address** (Street address in addition to PO Box if applicable)

\_\_\_\_\_  
**Phone Number**



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## 2021 BUSINESS CERTIFICATION

I, \_\_\_\_\_, hereby certify that I am the authorized representative of  
**(Name of Representative)**

\_\_\_\_\_, which is registered to do business in the state of  
**(Business Name)**

\_\_\_\_\_ and said business is interested in purchasing one or more properties from any  
**(State)**

tax sale held by the Venango County Tax Claim Bureau in 2021.

I certify on behalf of \_\_\_\_\_ the following:  
**(Business Name)**

- A. It is not delinquent in paying real estate taxes owed to any taxing bodies within the Commonwealth of Pennsylvania.
- B. It is not delinquent in paying municipal utility bills as defined in Section 619.1(b) of the Real Estate Tax Sale Law, that are not more than one year outstanding within the Commonwealth of Pennsylvania.
- C. It does not have a Landlord License that has been revoked within Venango County.
- D. It has not within three years preceding the filing of this certification, engaged in a course of conduct or permitted an uncorrected housing code violation (including local building, housing, property maintenance or fire codes), to continue unabated after being convicted of an uncorrected violation, as defined in section 619(e) and has not either:
  - a. Failed to maintain property owned by the applicant in a reasonable manner such that the property posed a threat to health, safety or property; or
  - b. Permitted the use of property in an unsafe, illegal, or unsanitary manner such that the property posed a threat to health, safety or property
- E. It is not bidding or acting as an agent for a landlord who has had their license revoked or for a person or business that has code violations.

I further certify that the following is a list of the officers of said business, their business titles, address and phone number. If the business is a Limited Liability Company (LLC) then you must list all members, managers, and any other ownership interest or right.

**Name and Business Title**

**Address and Phone Number**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

(If there are more please attach an additional sheet)

I/We affirm, under penalty of perjury or prosecution for a violation relating to unsworn falsification to authorities, that this certification is true and accurate.

**Sworn to and subscribed before me**

this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

**Notary Public**

\_\_\_\_\_  
**Representative Name** (Sign in front of notary)

\_\_\_\_\_  
**Representative Phone Number**

\_\_\_\_\_  
**Business Name**

\_\_\_\_\_  
**Address** (must have street address in addition to PO Box if applicable)

\_\_\_\_\_  
**Business Phone Number**