

# Tax Sale Instructions for Tax Buyers

## I. INFORMATION ABOUT THE ANNUAL TAX SALE

Will County will hold its Annual Real Estate Tax Sale on Wednesday, November 29, 2017 at 9:00 a.m. in the Will County Board Room at 302 North Chicago Street, Joliet, IL 60432.

- A. Registration is October 16, 2017 – November 13, 2017.
- B. Complete and submit the Tax Buyer Registration Form (available October 16, 2017). The name entered on the Tax Buyer Registration Form will also appear on the Tax Certificates.
- C. Submit a deposit of \$500 made payable to “Will County Collector.” The Will County Collector’s Office will do one of the following:
  - 1. Apply the deposit toward your purchases at the Tax Sale;
  - 2. Refund the deposit if you attend the Tax Sale but do not make any purchases; or
  - 3. Keep the deposit as a forfeit if you do not attend the Tax Sale.
- D. A separate check made payable to the “Will County Collector” in the amount of \$150 will be charged to buyers interested in obtaining a delinquent tax sale list. Upon completing this application and making payment to the Will County Collector, Joseph E. Meyer & Associates will email the digital file with updates. You must be a registered Tax Buyer in order to obtain the delinquent tax sale list.
- E. By law, you must notify the Will County Collector’s Office no later than 4:30 P.M. November 17, 2017 of the name of any substitute bidder or withdrawal from the Tax Sale.

## II. PAYMENT

- A. A blank check left with the Will County Collector’s Office cashiers is required on the first day of the sale.
- B. Cashiers will complete the check for total purchases once the Tax Sale is finalized or when a tax buyer has completed their bidding, if prior to the end of the sale.
- C. Once the Tax Sale is balanced, the cashiers will email a final purchase list.
- D. Tax buyers pay the tax amount, interest, and per parcel statutory fee of \$104.00.
- E. Please refer to Illinois Compiled Statutes, Chapter 35, Act 200, Article 21, or the \_

[Illinois General Assembly](#) for Tax Sale information. Knowledge regarding procedures and statutory requirements is the **tax buyer's responsibility**.

### III. TAX SALE PROCEEDINGS

- A. The Annual Tax Sale will begin at 9:00 A.M. on November 29, 2017. Doors to the Will County Office Building will open to tax buyers at 8:00 A.M., and doors to the Will County Board Room will open at 8:30 A.M. Seating is on a first-come, first-served basis.
- B. The Will County Collector's Office utilizes [RAMS™](#), an automated system that tracks bids and compiles data, to conduct the Tax Sale.
- C. Tax buyers may watch the Tax Sale video tutorial presented by [RAMS™ auctions](#).
- D. Lap top computers will be provided to each buyer.
- E. Please note that the Tax Sale is not an internet bid sale. Tax buyers must register and attend the sale to purchase tax certificates.
- F. This is a **lien only sale**.
  - 1. The parcels are offered in numeric order by township.
  - 2. Tax buyers bid on interest rates.
  - 3. Bidding starts at an interest rate of 18%, and tax liens are sold to the first **lowest** bidder.
- G. Any parcel not bid upon by a registered tax buyer will be purchased at 18% by the Will County Trustee.
- H. After the Tax Sale, these certificates can be purchased from the Will County Trustee.
- I. Some parcels from the Delinquent Parcel List may not be offered at the sale for any of the following reasons: paid by owner, bankruptcy, forfeiture, exempt, foreclosure, court orders, or other reasons required by law.
- J. At the end of each day, reports of purchases will be available for each tax buyer in the Will County Treasurer's Office.
- K. Since final reports will not be e-mailed until the Tax Sale is balanced, it is **highly recommended** that tax buyers stay after the Tax Sale to receive their final purchase report.

#### IV. AFTER THE TAX SALE

- A. All checks received at the Tax Sale will be deposited by the Will County Collector.
- B. If the deposit exceeds the amount purchased, the refund will be made after the sale has been completed and balanced.
- C. Several weeks after the tax sale, a Sale's Certificate will be issued by the Will County Clerk in the name of the registered tax buyer for each parcel/PIN purchased.
- D. This Sale's Certificate represents a **lien against the property**.
- E. Please contact the Will County Clerk's Office at (815)740-1880 with any questions regarding your certificates.

#### V. SUBSEQUENT TAX PAYMENT INFORMATION

Pursuant to Illinois Compiled Statutes (Ch. 200/21-355), tax buyers may pay subsequent years' unpaid 2016 taxes (sub-tax) on any parcels they have purchased at a previous Will County tax sale and add the tax amount to their sale certificate. Statutorily, we may only accept sub-tax payments (1) after the second installment becomes delinquent or (2) after the holder of the certificate of purchase has filed a petition for tax deed with the Court. **The first date sub-tax payments will be accepted is September 18, 2017. If filing a Petition for Tax Deed, the first date sub-tax payments will be accepted is May 1, 2017.** This office will not produce subsequent tax bills. It is the responsibility of the tax buyer to either request copies for a fee or go online and print copies of the bill. The cost to have this office produce copies of the bill will be \$5.00 per bill. To print copies of the bill, click on the Print Duplicate Tax Bill link. Please note the indemnity fee will not be listed on the bill. There is a \$30.00 indemnity/automation fee added to each property index number being paid. It is the tax buyer's responsibility to check for prior year redemption on each property index number before submitting a sub-tax payment. **It is the responsibility of the tax buyer to insure the sub-tax payment is posted by the Will County Clerk's office.** Please contact the Clerk's office at (815) 740-4623 for more information. The date that your sub-tax payment is posted in our office will be used for computing penalty. On the first of each month, additional penalty of 1.5% per installment must be added to your payment.

The 2016 Levy Tax Sale begins Wednesday, November 29, 2017. If you have questions regarding the tax sale, please call our office at (815) 740-4675.