

## CONDITIONS OF SALE – REAL PROPERTY

Monroe County, PA (rev. 5/30/2025)

Prospective bidders must complete the Bid4Assets on-line registration process to participate in the auction. All bidders must submit a two thousand dollar (\$2,000.00) deposit plus a thirty-five dollar (\$35.00) processing fee for a total of two thousand and thirty-five dollars (\$2,035.00) to Bid4Assets before the start of the auction. This single deposit will be associated with a particular auction date and allows a bidder to bid on all of the auctions that close on that particular date. If the prospective bidder is not a winning bidder, two thousand dollars (\$2,000.00) will be reimbursed.

The execution creditor or their attorney shall submit a “reserve price” to Bid4Assets prior to the start of the auction. The “reserve price” is the least amount the execution creditor will accept for a property but it will not become the new minimum bid for the auction.

Sheriff sales shall begin at 10:00 a.m. The first bid (“minimum bid”) made on each property put up for sale shall be a sum sufficient to pay all the Sheriff’s costs, including but not limited to advertising, all taxes, water rents, and municipal claims, if submitted to the Sheriff for inclusion in costs. The high bidder on each property must pay as down money ten percent (10%) of purchase price or Sheriff’s costs, whichever is higher, between the conclusion of the Sheriff’s sale or no later than 4:00 p.m. on the date after the sale. Payment shall be made to Bid4Assets by wire transfer or by cashier’s check made payable to Bid4Assets, except in the case of execution creditors or their attorney that are the successful bidder. Attorneys for the execution creditor or the execution creditor themselves shall pay the Monroe County Sheriff directly no later than three (3) business days from the date of sale by cashier’s check, made payable to **Sheriff of Monroe County**, or for members of the Monroe County Bar a business check will be accepted. Execution creditors who are the successful bidder will be assessed all costs and poundage as calculated on their highest bid. In no case shall the down money be less than sufficient to cover the Sheriff’s fees and costs of advertising. The second highest bid, to be binding if the first bidder defaults must be accompanied by the required down money. In the event of the first bidders default, Bid4Assets may contact the second highest bidder that has met the “reserve price”. The second bidders down money must be received no later than 4:00 p.m. on the date after original contact by Bid4Assets.

The balance of the purchase money, together with the transfer tax, poundage, cost of preparing the deed and such other costs as are by law imposed upon the purchaser, must be paid by wire transfer or cashier’s check to Bid4Assets within eleven (11) days after the sale without further demand. In default thereof, the Sheriff may settle with the second bidder who has met the “reserve price”. Bid4Assets, at the direction of the Sheriff, may contact the second bidder with an offer to purchase. The second bidder’s down money must be received no later than 4:00 p.m. on the date after original contact by Bid4Assets. The balance of the second bidder less both deposits already made must be paid within ten (10) days after the date of original contact by Bid4Assets.

In the event that the highest bidder defaults and no subsequent bidder exists or the subsequent bidder declines to proceed with the sale, the execution creditor shall be considered the purchaser of the property. The execution creditor or their attorney will immediately be contacted by the Sheriff upon notification from Bid4Assets of default, and will be assessed all costs and poundage as calculated on their final bid. Payment shall be made to the Sheriff directly within three (3) business days from the date of original contact by the Sheriff.

In the event the execution creditor is unable to make payment to the Sheriff on or before the deadline, and no motion to set aside sale having been filed, the execution creditor may request the Sheriff re-list the property for sale at the next available sale date to be determined by the Sheriff. Upon request of the execution creditor to re-list the property, the Sheriff may require an additional deposit sufficient to cover all Sheriff’s costs including any additional fees arising from re-listing the property. If the execution creditor is unable to settle as the purchaser and does not re-list the property, or if no response is received by the Sheriff within five (5) business days after the date of original contact by the Sheriff, the Sheriff shall have the right to abandon the sale. All deposits received shall first be applied to Sheriff’s costs incurred. Any balance remaining shall be returned to the execution creditor. If all deposits received are insufficient to cover the costs, the execution creditor shall pay to the Sheriff any balance due immediately. Failure to make payment may result in a temporary ban on future requests by the defaulting attorney or execution creditor until settlement is made.

The deposit or down money paid by any bidder who fails to comply with any of the above conditions shall be forfeited and applied on the purchase by any subsequent bidder, or if the property is re-listed, to costs or any liens or equitable claims on the property discharged thereby, but not satisfied out of the proceeds of the sale including the right of the real owner to have the highest bid first made realized.

Every bidder must agree to Bid4Assets Terms of Service that can be found at [www.bid4assets.com/termsofservice](http://www.bid4assets.com/termsofservice) before bidding. Per these terms, any "non-performing" winning bidder or defaulting bidding will be subject to the following penalties:

*First "non-performing" bid offense will result in an automatic sixty (60) day suspension from buying or selling on Bid4Assets. Reinstatement must be requested in writing via email to [service@bid4assets.com](mailto:service@bid4assets.com). Suspension may be lifted, at Bid4Assets' discretion, sixty (60) days after request for reinstatement.*

*A second "non-performing" bid offense will result in a permanent suspension from the Bid4Assets site. Users are strictly prohibited from creating new accounts to circumvent these provisions.*

All properties are sold "AS IS," with NO expressed or implied warranties OR guarantees whatsoever. The Sheriff and Bid4Assets shall not be liable for any loss or damage to the premises sold resulting from any cause whatsoever. It is the responsibility of the bidder to investigate any and all liens, encumbrances and/or additional mortgages that may be held against the property and which may not be satisfied by the post-sale distribution. In anticipation of participating in this auction and purchasing a property, the bidder assumes all responsibility for "due diligence."

Winning bidder shall comply with all post-sale instructions required by the Sheriff's Office and Bid4Assets. Buyer shall be responsible for any other costs that are imposed by the law. Payment extensions are not permitted except by Court Order. In the event an overpayment is received on the balance due, such overpayment will be refunded.

The execution creditor or their attorney can cancel the sale at any time prior to or during the auction of a specific property being completed for any reason that may arise.

**ALL TIMES IN THESE CONDITIONS ARE OF THE ESSENCE FOR ALL BIDDERS.**

**Sheriff Nick Cirranello**

Sheriff's office web site: <https://monroecountypa.gov/departments/sheriff>

**MONROE COUNTY BAR ASSOCIATION**

**FIND A LAWYER PROGRAM**

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