

BIDDING INSTRUCTIONS

Sealed bids will be accepted in the office of the Portage County Clerk until **NOON on December 27, 2011.** Bids will be opened, read and awarded on **December 27, 2011** by the Space and Properties Committee in Conference Room 2 of the Courthouse Annex at 4:00 p.m.

Only one bid is to appear on the Offer to Purchase by Sealed Bid sheet.

A twenty percent (20%) deposit by CASHIER'S CHECK OR MONEY ORDER, payable to the "Portage County Clerk" must accompany all bids. In the event you are the successful bidder, you will be notified by certified mail and will be required to remit the balance within 30 days or forfeit your down-payment. If payment is not received within 30 days, the acceptance of the bid will be withdrawn and re-awarded to the next highest bidder. If the successful bidder does not pay the balance within 30 days, the bidder will forfeit the 20% deposit. **If appraised value of property is under \$1000.00, please remit the entire amount with bid.**

The bid should be sealed, addressed to the Portage County Space & Properties Committee, marked on the outside of the envelope:

**SEALED BID-TAX DELINQUENT LAND SALE #1-2011, ITEM 11-2011,
PARCEL # 281-24-0829301210 located at 618 Washington Avenue, Stevens Point, WI**

And **mailed or delivered** to SHIRLEY SIMONIS, PORTAGE COUNTY CLERK,
1516 Church Street, Stevens Point, WI 54481.

The County may accept the bid most advantageous to it, but every bid less than the appraised value of the property will be rejected. The County reserves the right to reject any and all bids.

Sale to the successful bidder will be by Quit Claim Deed executed by the Portage County Clerk.

The Quit Claim Deed on a successful bid will be made out only to the person or persons who have signed the bid sheet.

All sales approved and awarded by the Portage County Space & Properties Committee are final and NO REFUNDS WILL BE GIVEN. All tax deeded properties are sold "AS IS" by quit claim deed and no written or implied warranty is given.

IT IS THE BIDDER'S SOLE RESPONSIBILITY TO investigate properties prior to putting in a bid to Portage County and conduct additional zoning research if more information is required than what is noted in the advertisement. Any special assessments/charges in the process of collection shall be the liability of the purchaser. This parcel may be land-locked-all purchasers of tax deeded properties are responsible for access easements to land-locked properties.

AN OPEN HOUSE OF THE PROPERTY, 618 WASHINGTON AVENUE, WILL BE ON SATURDAY, DECEMBER 10, 2011, 11:00 A.M. TO NOON.

Information book regarding this parcel is available for viewing in the Portage County Clerk's Office, 1516 Church Street, Stevens Point, WI 54481.