

## NOTICE

1. **COMPLETE REGISTRATION FORM AND MAIL OR HAND DELIVER TO THE DEPARTMENT OF CIVIL PROCESS, AT 1305 LOCUST STREET, 2<sup>ND</sup> FLOOR, KANSAS CITY, MO 64106.** The Registration Form must be submitted and File stamped **NO LATER THAN TEN (10) DAYS PRIOR TO THE SALE.**
2. Obtain and present a statement with the completed Registration Form from each city in which you own property to demonstrate that you are not the owner of any parcel of real estate with two or more convictions based on violations of that municipality's building or housing codes (See List Below)
3. Once a completed application is submitted to Civil Process and verified by the Collections Department, you will receive a bidder number and verification of registration by mail.
4. The exact time of the sale shall be at 10:00am.
5. **CASH, CASHIER'S CHECK OR MONEY ORDER** are the only forms of payment accepted at the Delinquent Land Tax Sale. Personal checks, company checks, credit cards, checks drawn on a credit card or line of credit from your bank will not be accepted.
6. **Payment must be made at the point of sale, when you have won the bid. You will not have time to go to the bank or your car to get the money.**
7. Once registration is complete and you are assigned a bidder number, deposits may be made on accounts in advance of the sale at the **Department of Civil Process.**

The Independence sale will be held August 15, 2016. The list of parcels to be offered will be published four consecutive Fridays starting July 22, 2016, in The Daily Record. The deadline to register to bid at that sale is August 5, 2016, at 4:30 p.m.

The Kansas City sale will be held August 22, 2016. The list of parcels to be offered will be published four consecutive Fridays starting July 29, 2016, in The Daily Record. The deadline to register to bid at that sale is August 12, 2016, at 4:30 p.m.

**THERE WILL BE NO EXCEPTIONS TO THE TEN (10) DAY DEADLINE FOR REGISTRATION. NO EXCUSES WILL BE ACCEPTED (LOST IN THE MAIL, IT WAS POSTMARKED ON THE DEADLINE DATE, ETC.,) IF IT IS CLOSE TO THE DEADLINE YOU SHOULD HAND DELIVER YOUR REGISTRATION FORM TO THE DEPARTMENT OF CIVIL PROCESS.**

<b>Persons needing assistance or accommodations under the Americans with Disabilities Act, please contact 816.881.3696.</b>
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### CONTACT INFORMATION FOR PROPERTY CODE VIOLATIONS

Blue Springs Codes Administration	(816) 220-4565	City of Oak Grove	(816) 690-3773
City of Buckner	(816) 650-3191	City of Pleasant Hill	(816) 540-3135
City of Grain Valley	(816) 847-6220	Raytown Community Development Department	(816) 737-6014
Grandview Neighborhood Services Division	(816) 316-4817	Sugar Creek Building Department	(816) 252-4400
City of Greenwood	(816) 537-6969	Unincorporated Jackson County	
Independence Code Compliance Division	(816) 325-7193	Environmental Health Division of the Public Works Dept.	(816)881-4634
Lee's Summit Neighborhood Services Division	(816) 969-1200		
		Kansas City, Missouri	There will be a charge for this printout
		Records Clerk - Kansas City Police Dept.	
		1125 Locust, Kansas City, Missouri 64106	

Bidder No.

Mailer Sent: YES NO

**FOR COLLECTIONS USE ONLY**

REGISTRANT OWNS REAL ESTATE: YES  NO

REAL ESTATE TAXES PAID: YES  NO

VERIFIED BY: \_\_\_\_\_

**REGISTRATION FORM**

The Court Administrator's Deed will be issued in the name(s) of the person(s) or business(es), exactly as listed below, **WITHOUT EXCEPTION.**

**PLEASE PRINT**

**NAME (A/K/A)**

**MUST INCLUDE ZIP CODE WITH ADDRESS**

**MUST INCLUDE AREA CODE WITH PHONE NO.**

1.

2.

If property will be purchased in the name of a business, please list all owners, officers or partners of that business.

**BUSINESS NAME (D/B/A):**

**BUSINESS I.D. #:**

**ADDRESS:**

**NAME**

**MUST INCLUDE ZIP CODE WITH ADDRESS**

**MUST INCLUDE AREA CODE WITH PHONE NO.**

1.

2.

I am the owner of real estate located in Jackson County, Missouri, that is not affected by delinquent taxes and in compliance with RSMo 141.550 I have attached the required statement from each city in which I own property that indicates I do not have two or more violations of that municipality's building or housing codes.

I do not own, in whole or in part, any real estate located in Jackson County, Mo.

I acknowledge that failure to fully and accurately disclose the information requested above may result in an invalid sale.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL ADDRESS (optional) \_\_\_\_\_

SIGNATURE(s)

**REMINDER: This completed form must be submitted to and file-stamped by the Department of Civil Process at 1305 Locust, Second Floor, Kansas City, Missouri 64106 no later than TEN (10) days prior to the Sale.**

TRACKING NO.: