

WESTMORELAND COUNTY, PENNSYLVANIA
SHERIFF SALES OF REAL ESTATE
2022 FILING SCHEDULE

JANUARY TERM 2022 AT 9:00 A.M.

Sale**JANUARY 3, 2022**
Last Day to File Praecipe for Writ with the Prothonotary.....SEPTEMBER 17, 2021
Last Day for Sheriff to receive Writs.....SEPTEMBER 24, 2021

MARCH TERM 2022 AT 9:00 A.M.

Sale**MARCH 7, 2022**
Last Day to File Praecipe for Writ with the ProthonotaryNOVEMBER 19, 2021
Last Day for Sheriff to receive Writs.....NOVEMBER 29, 2021

MAY TERM 2022 AT 9:00 A.M.

Sale.....**MAY 2, 2022**
Last Day to File Praecipe for Writ with the Prothonotary.....JANUARY 21, 2022
Last Day for Sheriff to receive Writs.....JANUARY 28, 2022

JULY TERM 2022 AT 9:00 A.M.

Sale..... (TUESDAY) **JULY 5, 2022**
Last Day to File Praecipe for Writ with the Prothonotary.....MARCH 18, 2022
Last Day for Sheriff to receive Writs.....MARCH 25, 2022

SEPTEMBER TERM 2022 AT 9:00 A.M.

Sale.....(TUESDAY) **SEPTEMBER 6, 2022**
Last Day to File Praecipe for Writ with the Prothonotary.....MAY 20, 2022
Last Day for Sheriff to receive Writs..... MAY 27, 2022

NOVEMBER TERM 2022 AT 9:00 A.M.

Sale**NOVEMBER 7, 2022**
Last Day to File Praecipe for Writ with the Prothonotary.....JULY 22, 2022
Last Day for Sheriff to receive Writs.....JULY 29, 2022

NOTE: SUBJECT TO CHANGE BY ORDER OF COURT

WESTMORELAND COUNTY, PA
2022
SHERIFF SALES OF REAL ESTATE

ALL SALES BEGIN AT 9:00 AM

*JANUARY 3, 2022	COMMISSIONERS MEETING ROOMS
FEBRUARY 7, 2022	COMMISSIONERS MEETING ROOMS
*MARCH 7, 2022	COMMISSIONERS MEETING ROOMS
APRIL 4, 2022	COMMISSIONERS MEETING ROOMS
*MAY 2, 2022	COMMISSIONERS MEETING ROOMS
JUNE 6, 2022	COMMISSIONERS MEETING ROOMS
*JULY 5, 2022	COMMISSIONERS MEETING ROOMS
AUGUST 1, 2022	COMMISSIONERS MEETING ROOMS
*SEPTEMBER 6, 2022	COMMISSIONERS MEETING ROOMS
OCTOBER 3, 2022	COMMISSIONERS MEETING ROOMS
*NOVEMBER 7, 2022	SENIOR JUDGES COURTROOM, 4 TH FLOOR

NO SALE IS SCHEDULED FOR DECEMBER 2022

***Please refer to the “Filing Schedule” to list a property for sale**

PLEASE USE THE FOLLOWING GUIDE WHEN SUBMITTING PAPERS REGARDING:

REAL ESTATE SALES – WESTMORELAND COUNTY

- FIRST: ORIGINAL & THREE (3) copies of **SHORT DESCRIPTION** (form attached pg. 4) for HANDBILLS and PUBLISHED NOTICE
- SECOND: ORIGINAL & ONE (1) copy of **LONG DESCRIPTION** for the SHERIFF'S DEED
- THIRD: A COPY of the **AFFIDAVIT PURSUANT TO RULE 3129.1** shall be delivered to the Sheriff with the information of the name and last known address of the owner(s), reputed owner(s) and Defendant(s) in the Judgment, together with any other person(s) having any record interest, record lien of the property, and any other person(s) having any interest in the property which may be affected by the sale: together with a COPY of the ACT 91 AFFIDAVIT, if applicable. PLEASE FILE ORIGINAL AFFIDAVITS IN THE PROTHONOTARY'S OFFICE.
- FOURTH: The ORIGINAL **WRIT OF EXECUTION**
- FIFTH: Copies of the proper NOTICES to be served on the owner(s), reputed owner(s) and Defendant(s) together with any other person(s) having any interest in the property which may be affected by the sale. If Writ of Execution is to be served together with other notices, copies must be furnished along with INSTRUCTION SHEET(S). Instruction sheets, as provided by the Sheriff, must indicate what papers are to be served or posted and the manner, in which service is to be made. Please include a self addressed stamped envelope for a mailed copy of the affidavit.

NOTE---DEPUTIZED SERVICE OF THE NOTICE OF SALE:
IT IS THE RESPONSIBILITY OF YOUR FIRM TO CONTACT THE DEPUTIZED COUNTY FOR THE CORRECT SERVICE FEES. PLEASE INCLUDE WITH THE REAL ESTATE FILING: A LETTER DIRECTING WESTMORELAND CO. SHERIFF TO DEPUTIZE, THE FEE INFORMATION, AND THE DEPUTIZED SHERIFF'S OFFICE. THE SHERIFF'S OFFICE WILL INVOICE THE COST OF THE SERVICE FROM YOUR \$2,500.00 ADVANCE PAYMENT. **No additional check is required from you for this service.**

SIXTH: An INSTRUCTION SHEET for POSTING the **HANDBILL** must indicate the **current physical location** of the property that is being sold. Please include an additional self-addressed stamped envelope for a mailed copy of the affidavit.

SEVENTH: **LOCATION OF SALE:** COMMISSIONERS MEETING ROOMS
WESTMORELAND COUNTY COURTHOUSE
2 NORTH MAIN STREET, GREENSBURG, PA 15601

EIGHTH: **ADVANCE COSTS** \$2,500.00

NINTH: THREE (3) SELF ADDRESSED STAMPED ENVELOPES

NOTE: IF PLAINTIFF'S ATTORNEY IS SERVING THE NOTICE OF SALE, **A COPY OF THE AFFIDAVIT MUST BE PROVIDED TO THE SHERIFF'S OFFICE** and THE ORIGINAL MUST BE FILED WITH THE PROTHONOTARY'S OFFICE. **PLEASE INCLUDE THE SALE DATE ON THE COVER SHEET OF THE AFFIDAVIT.**

***ALL REAL ESTATE SALE EXECUTIONS **MUST CONFORM** TO ALL OF THE ABOVE GUIDELINES, **OTHERWISE THE PAPERWORK WILL BE RETURNED FOR REVISION.**

THIS IS A SAMPLE ONLY

REAL PROPERTY SHORT DESCRIPTION FORM

TO THE SHERIFF OF WESTMORELAND COUNTY:

KINDLY PREPARE THE HANDBILLS AND PUBLISHED NOTICES BASED ON THE FOLLOWING INFORMATION:

PROPERTY OF: OWNER(S) OF PROPERTY TO BEING SOLD

EXECUTION NO. _____ OF 20 _____ JUDGMENT AMT. _____

ATTY: (NAME, ADDRESS AND PHONE NUMBER)

ALL the right, title, and interest and claim of: (NAMES OF THE DEFENDANTS WHOSE PROPERTY INTEREST IS BEING SOLD)

of in and to:

MUNICIPALITY: UNITY TOWNSHIP ((MUST SPECIFY "CITY", "BOROUGH" OR "TOWNSHIP")

ADDRESS: 123 LOCUST LANE, WHITNEY, PA

IMPROVEMENTS: A RESIDENTIAL DWELLING

DEED INSTRUMENT # _____ (OR DBV, PG)
(Use Instrument # or DBV, PG #, which was applied to the prior deed at the time of recording)

TAX MAP# _____

***NOTICE: THIS IS A SHERIFF'S OFFICE FORM & NOT INTENDED FOR USE AS AN ATTACHMENT TO ANY OTHER DOCUMENT. THE CONTENT OF THIS DOCUMENT MAY BE AMENDED DURING PROCESSING IN THE SHERIFF'S OFFICE.

DATE

ATTORNEY FOR PLAINTIFF

(SUBMIT THIS COMPLETED FORM)

REAL PROPERTY SHORT DESCRIPTION FORM

TO THE SHERIFF OF WESTMORELAND COUNTY:

KINDLY PREPARE THE HANDBILLS AND PUBLISHED NOTICE BASED ON THE FOLLOWING INFORMATION:

PROPERTY OF: _____

EXECUTION NO. _____ **JUDGMENT AMT.:** _____

ATTY: _____
(name, address & phone)

ALL the right, title, interest and claim of: _____

of in and to:

MUNICIPALITY: _____

ADDRESS: _____

ACREAGE: _____

IMPROVEMENTS: _____

DEED: INSTRUMENT # _____ **(OR DBV, PG)**

TAX MAP# _____

DATE

ATTORNEY FOR PLAINTIFF

*****NOTICE:** THIS IS A SHERIFF'S OFFICE FORM & NOT INTENDED FOR USE AS AN ATTACHMENT TO ANY OTHER DOCUMENT. THE CONTENT OF THIS DOCUMENT MAY BE AMENDED DURING PROCESSING IN THE SHERIFF'S OFFICE.

LONG DESCRIPTION FORMAT

TO THE SHERIFF OF WESTMORELAND COUNTY:

KINDLY PREPARE A SHERIFF'S DEED BASED ON THE FOLLOWING INFORMATION:

EXECUTION NO. _____ of 20 _____

ALL the right, title, interest and claim of: _____
(Insert Defendant(s) whose interest is being sold
_____ of, in and to:

*** *(Insert LONG DESCRIPTION of Real Estate)*

*** *(List improvements, if any)*

PROPERTY ADDRESS:

****(Insert Recital)*

PROPERTY TAX MAP NO.:

Date: _____

Attorney for Plaintiff

NOTICE: THIS SHERIFF'S OFFICE FORM & NOT INTENDED FOR USE AS AN ATTACHMENT TO ANY OTHER DOCUMENT.

CONDITIONS OF SALE

ALL SUCCESSFUL BIDDERS SHALL PAY TEN PERCENT (10%) OF THE BID IN CASH, CERTIFIED CHECK OR CASHIERS CHECK MADE PAYABLE TO THE "SHERIFF OF WESTMORELAND COUNTY" AT THE TIME OF SALE, AND THE BALANCE ON OR BEFORE (date certain supplied by Sheriff, WHICH IS 10 DAYS FROM SALE DATE) AT 11:00 A.M., AT WHICH TIME THE PROPERTY WILL BE RESOLD IF THE BALANCE IS NOT PAID; AND IN SUCH CASE, ALL MONIES PAID IN AT ORIGINAL SALE SHALL BE APPLIED TO ANY DEFICIENCY IN THE PRICE AT WHICH PROPERTY IS RESOLD.

HOWEVER, IF THE SALE HAS BEEN PREVIOUSLY ADJOURNED TO THIS DATE, THE SUCCESSFUL BIDDER SHALL PAY THE FULL AMOUNT OF THE BID AT THE TIME OF SALE.

IN ALL CASES, IF THE SUCCESSFUL BIDDER IS THE PLAINTIFF IN THE WRIT OF EXECUTION, THEN THE ENTIRE AMOUNT OF THE BID SHALL BE PAID IN TEN (10) DAYS.

IF PLAINTIFF FAILS TO PAY THE PURCHASE MONEY, THE SHERIFF MAY RETURN THE WRIT "REAL ESTATE UNSOLD" STATING IN THE RETURN THAT THE SALE WAS HELD PURSUANT TO THE WRIT, AND THAT THE PLAINTIFF WAS THE SUCCESSFUL BIDDER AT THE SALE AND THAT THE PLAINTIFF FAILED TO PAY THE BID AND COMPLETE THE SALE AND THE PLAINTIFF SHALL THEREUPON FORFEIT ALL MONEYS ADVANCED BY HIM, WHICH MONEYS SHALL BE APPLIED BY THE SHERIFF FIRST TO COSTS ON THE WRIT AND SECOND TO LIENS IN ORDER OF THEIR PRIORITY.

IN ADDITION TO THE PRICE, ALL SUCCESSFUL BIDDERS ARE BOUND AND REQUIRED TO PAY THE COUNTY REALTY TRANSFER TAX, WHICH IS REQUIRED FOR THE PURPOSE OF RECORDING THE DEEDS.

HOWEVER, PURSUANT TO 72 P.S. 8101-C, ET SEQ., THE PENNSYLVANIA REALTY TRANSFER TAX WILL BE PAID BY THE SHERIFF OUT OF THE PROCEEDS OF THE SALE. PURCHASERS MUST RECORD THEIR OWN DEEDS AND PAY THE NECESSARY RECORDING FEES.

PURSUANT TO PA R.C.P., RULE 3136, NOTICE IS HEREBY GIVEN THAT A SCHEDULE OF DISTRIBUTION WILL BE FILED BY THE SHERIFF NOT LATER THAN THIRTY (30) DAYS FROM THE DATE OF THE SALE AND THAT DISTRIBUTION WILL BE MADE IN ACCORDANCE WITH THE SCHEDULE UNLESS EXCEPTIONS ARE FILED THERETO, WITHIN TEN (10) DAYS THEREAFTER.

NO FURTHER NOTICE OF THE FILING OF THE SCHEDULE OF DISTRIBUTION IS REQUIRED.

NOTICE

The Sheriff as required by Section 14 of Act No. 77 of 1986, will deduct the cost of Pennsylvania Documentary Stamps from the proceeds of the sale, when applicable.

Please be prepared to include this amount in your bid, as it will be paid prior to any proceeds being distributed. Local transfer tax stamps, if any, must be purchased and affixed by successful bidders.

Sheriff of Westmoreland County

NOTICE

FROM: THE PROTHONOTARY'S OFFICE OF WESTMORELAND COUNTY

If you are filing your Praecipe by mail please be aware that the Prothonotary's Office procedure is to prepare your writ and return it to you. It will be YOUR responsibility to get it to the Sheriff's Office before their deadline.

MORTGAGE FORECLOSURE:

When filing a Praecipe for Writ of Execution **MORTGAGE FORECLOSURE** the Prothonotary's Office will need the following:

- 1) Praecipe for Writ of Execution **MORTGAGE FORECLOSURE**
- 2) Two Property Descriptions
- 3) Filing Fee (Contact Prothonotary's Office)

--OR--

TO REISSUE A WRIT OF EXECUTION – IF A WRIT HAS BEEN PREVIOUSLY ISSUED IT MAY BE REISSUED BY FILING A "PRAECIPE TO REISSUE WRIT OF EXECUTION". THERE IS NO FEE

NOTE: ORIGINAL WRIT MUST BE IN THE PROTHONOTARY'S POSSESSION AT THE TIME OF REISSUANCE

MONEY JUDGMENT:

When filing a Praecipe for Writ of Execution **MONEY JUDGMENT** the Prothonotary's Office will need the following:

- 1) Praecipe for Writ of Execution **MONEY JUDGMENT**
- 2) Two – Writ of Execution Notices
- 3) Two – Claim for Exemptions
- 4) Two – Major Exemptions Under Pennsylvania Federal Law
- 5) Filing fee (Contact Prothonotary's Office)

-- OR --

TO REISSUE A WRIT OF EXECUTION – IF A WRIT HAS BEEN PREVIOUSLY ISSUED IT MAY BE REISSUED BY FILING A "PRAECIPE TO REISSUE WRIT OF EXECUTION" ALONG WITH ITEMS #2, #3, & #4 LISTED ABOVE. THERE IS NO FEE

NOTE: ORIGINAL WRIT MUST BE IN THE PROTHONOTARY'S POSSESSION AT THE TIME OF REISSUANCE

IF ANY QUESTIONS PLEASE CALL PROTHONOTARY'S OFFICE (724) 830-3502