



SHERIFF'S OFFICE

## Lebanon County

MICHAEL J. DELEO  
SHERIFF

Room 3, Municipal Building  
400 South Eighth Street  
Lebanon, Pennsylvania 17042-6794  
Telephone 717-274-2801  
Real Estate Ext. 2156 & 2359

GEORGE E. CHRISTIANSON  
SOLICITOR

DEBORAH A. MILLER  
CHIEF DEPUTY

DESIREE NELSON  
REAL ESTATE CLERK

### **2012 SHERIFF'S REAL ESTATE SALES - 10:00 a.m.**

<u>SALE DATE</u>	<u>LAST DAY FOR FILING</u>	<u>ADVERTISING DATES</u>
February 14, 2012	November 22, 2011	January 11, 18 & 25, 2012
April 10, 2012	January 24, 2012	March 14, 21 & 28, 2012
June 12, 2012	March 20, 2012	May 16, 23 & 30, 2012
August 14, 2012	May 22, 2012	July 18, 25 & Aug. 1, 2012
October 9, 2012	July 17, 2012	Sept. 12, 19 & 26, 2012
December 11, 2012	September 18, 2012	Nov. 14, 21 & 28, 2012

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ADVANCED COSTS ARE \$2,000.00

AN **ORDER FOR SERVICE REQUEST** MUST BE COMPLETED AND FILED WITH THE WRIT.

Paperwork to be supplied to Prothonotary's Office for Sheriff's Office along with the originals for filing with Prothonotary – **ONE Copy of Writ of Execution, Notice of Sheriff's Sale and a copy of Legal Description for EACH Defendant and Posting and ONE for the Sheriff's Office file** along with a copy of the Affidavit 3129 for the Sheriff's File.

\*\*Three Additional Copies of the Legal Description are required for the Recording of the Sheriff's Deed. This description must clearly state the **GIS Number (Graphical Information Number)** of the Premises being sold along with the physical address.

At least **four (4) self addressed stamped envelopes** should be attached to each execution filed with the Prothonotary for the Sheriff's Office use in making returns, recording of the Sheriff's Deed, Refunds, etc. This is important so that we can mail out your documents in a timely matter.

**ALL EXECUTIONS MUST BE FILED BY THE LAST DAY FOR FILING.**

**ANY MONIES OWED AND ALL DEED RECORDING INSTRUCTIONS, i.e. Statement of Value and Letter of Instructions, MUST BE IN OUR OFFICE NO LATER THAN THE DAY OF SETTLEMENT WHICH IS ONE WEEK AFTER THE SALE.**