



SHERIFF'S OFFICE

Lebanon County

BRUCE E. KLINGLER
SHERIFF

STEPHEN K. GAIDOS
CHIEF DEPUTY

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

DESIREE NELSON
REAL ESTATE ADMINISTRATOR

2018 SHERIFF'S REAL ESTATE SALES - 10:00 a.m.

<u>SALE DATE</u>	<u>LAST DAY FOR FILING</u>	<u>ADVERTISING DATES</u>
February 13, 2018	November 14, 2017	January 17, 24 & 31, 2018
April 10, 2018	January 9, 2018	March 14, 21 & 28, 2018
June 12, 2018	March 13, 2018	May 16, 23 & 30, 2018
August 14, 2018	May 15, 2018	July 18, 25 & Aug. 1, 2018
October 9, 2018	July 10, 2018	Sept. 12, 19 & 26, 2018
December 11, 2018	September 11, 2018	Nov. 14, 21 & 28, 2018

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.