



**COUNTY OF BUCKS  
TAX CLAIM BUREAU**

**KRISTIAN A. BALLERINI, DIRECTOR**  
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Doylestown, PA 18901

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**AGREEMENT TO STAY SALE**

The Agreement is a legal contract between the property owner(s) of record or the lien creditor and the Bucks County Tax Claim Bureau. It breaks the total due to the Bureau into (4) quarterly payments over the course of 12 months. A minimum of 25% of the total due is required to enter the Agreement, with the remaining 3 payment amounts and corresponding due dates specified.

An executed Agreement in good standing removes the property from upcoming tax sales. A \$30 administration fee is applied to the parcel account for each Agreement printed. Agreements are valid for entry during the month printed.

**Failure to make payments by the specified due dates will result in a Default Status and preclude the property owner from any other Agreement with the Tax Claim Bureau for 3 consecutive years from the date of the payment was due. If a parcel defaults on a payment plan a \$250.00 Default fee will be added to the parcel account.**

- Read the Agreement then sign and print your name, address and phone number.
- Return Agreement **with payment** by the last business day of the month of the Agreement to activate the contract. All agreement payments must be made in certified funds (Cashier's check or money order). A receipt will be issued/mailed as well as a copy of the Agreement.
- All payments are minimums and are due & payable by the date stipulated in the Agreement. Partial payments will not be accepted.
- The final payment is approximate and is based on the timeliness of preceding payments. Please call our office for an exact balance after the 1<sup>st</sup> of the month of final payment.
- Failure to make timely payments will result in your parcel account being put into Default Status which will jeopardize your property to tax sale and/or disqualify your property for future Agreements with the Tax Claim Bureau. If a parcel defaults on a payment plan a \$250.00 Default fee will be added.

Owner or Lien Creditor

\_\_\_\_\_ Signature

\_\_\_\_\_ Print Name

\_\_\_\_\_ Phone Number

\_\_\_\_\_ Email (Optional)