



FERRY COUNTY
TREASURER'S OFFICE
Public, Washington 99166-9747
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treasurer@co.ferry.wa.us
County Treasurer • **BRENDA MILLER** Chief Deputy Treasurer

**FERRY COUNTY TREASURER
REAL PROPERTY TAX & ULID FORECLOSURE
SPECIFICATIONS FOR TITLE REPORTS 2018**

1. GENERAL REQUIREMENTS

- A. The Treasurer's office estimates that in 2018, 15-20 title reports will be ordered. However, the above figure is a rough estimate, and the County is under no obligation to order a predetermined number of reports from the successful bidder. The successful bidder will be compensated for each completed title report delivered to the County, regardless of the number of reports completed.
- B. On June 1st, 2018, the Ferry County Treasurer's Office will provide, to the successful vendor, parcel numbers for properties that will require a title report for the ULID Foreclosure process. (ULID Title report request average less than 1) These title reports will be delivered to the Ferry County Treasurer's office no later than June 29th, 2018.
- C. On July 13th, 2018 the Ferry County Treasurer's Office will provide, to the successful vendor, parcel numbers for the properties that will require a title report for the Tax Foreclosure process. To assist the title company, the Treasurer's office may place an order earlier than this date on parcels known not to be paid prior to July 13th, 2018.
- D. The tax foreclosure process requires that a title report, one (1) copy and one (1) electronic copy shall be delivered to the Ferry County Treasurer's Office no later than August 31st, 2018. The Treasurer's Office request the electronic copy be sent in 1 document for each property, and does not need to include the hard back up documents. (See #2 Specification Requirements #J) However, if such reports are completed earlier than August 31st, 2018, the County requests that such reports are delivered to the County at the vendor's earliest opportunity.
- E. Additional title searches may be ordered after July 13th, 2018 up to mid October 2018 (these are included in the total estimate listed above). The County requests that the same requirements be met, excepting the August 31st, 2018 due date.



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- F. Date down endorsements on all parcels still active in foreclosure. The county shall request a final date down in November 2018, which shall include a search of bankruptcy filings. The County will provide frequent lists on parcels that have been removed from foreclosure action.
- G. Ferry County, and those having an interest in the properties to be foreclosed, relies entirely on the successful vendor to provide complete and accurate information in the title reports. If title reports are found to be in error, Ferry County shall be reimbursed for any and all costs and liabilities incurred due to such error in the title reports. The County shall also be reimbursed for the cost of incomplete or inaccurate title reports.
- H. Vendor will provide Ferry County Treasurer with Certificates of Ownership on parcels that were sold, at no additional cost to the County. A Certificate of Ownership shall be the owner or owners of property at the time the Certificate of Delinquency was filed. Certificates of Ownership are to be delivered to the Ferry County Treasurer's Office after the tax sale is completed by close of business on November 16th, 2018 or later if the tax sale continues to a later date.

2. SPECIFIC REQUIREMENTS

Bidder agrees that the title reports provided shall show the following:

- A. All interests in or any liens of record upon the property. This includes, but is not limited to, those of the Internal Revenue Service.
- B. All recorded Declarations of Homestead.
- C. All recorded Declarations of Abandonment of Homestead.
- D. Full legal description and short legal description of the property.
- E. An identification of all causes of action affecting the property.
- F. The names, and address if known, of all persons having an interest in or lien of record on the property.



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- G. A notation of any bankruptcy of the present title holder or contract purchaser, by bankruptcy case number.
- H. Any discrepancy in the legal description that conflicts with the record title.
- I. Plat or area map of parcel.
- J. Hard copies of all related documents, including conveyance document to current owner. Copies of recorded easements and other documents not related to liens, ownership, or parties having an interest are NOT needed. (These back up hard copies do not need to be sent with the electronic format as shown above in #C)
- K. Any fence or boundary line that may show an interest in said property or properties, a map showing the fence or boundary discrepancy shall be included in title report.