

HANCOCK COUNTY SHERIFF'S OFFICE

A Community Oriented Policing Agency
200 West Crawford Street
Findlay, OH 45840

Real Estate Judicial Sales

Confirming Entry, Payments & Misc. Information

All line items MUST total the Sale Amount.

Sale payment to the Sheriff's Office must be ONE (1) check payable to the **Hancock County Sheriff's Office** in the amount of the total of costs less any deposit paid at the time of the sale.

The Hancock County Sheriff's Office will make payment to all line items set forth in the Confirming Entry Order and refund any overpayments.

The Confirming Order should contain items 1-5 with additional items as needed:

1. Hancock County Clerk of Courts (419-424-7837) for all charges billed by them.
2. Hancock County Treasure (419-424-7213) for tax amounts due.
3. Hancock County Auditor (419-424-7015) for Conveyance fees- County No. 32.
4. Hancock County Recorder (419-424-7091) for deed recording fee.
5. Hancock County Sheriff fee \$75.00.
6. Any other costs to be paid such as water bill, judgment to Plaintiff, etc.

Send the following items to the Hancock County Sheriff's Office:

1. Prepared Deed
2. Completed Conveyance form.
3. Payment check payable to the Hancock County Sheriff's Office.

Completed Deeds and Conveyances Form may be emailed to the contact below:

Sheriff Sales Contact: Civil Clerk (419) 424-7239
Monday – Friday 8 am – 4 pm
Sheriffsales@co.hancock.oh.us