Lien Search

This is a report that lists all non-repository properties. The header provides basic information about the property, control number, tax map, owner, etc. and the body provides space to enter information about liens. If there is any information regarding liens already on file in the Tax Claim Bureau it can be optionally pre-filled on the form.

Assign Jud. Seq.

This process assigns a sequence number to a Judicial Sale. The program prompts for the Status, Year and Number. Status can be Judicial Sale 1 or Judicial Sale 2. The normal answer is Judicial Sale 1 but there have been occasions when there was more than one Judicial Sale in a year. The Year is the current year and the Number is the number assigned to the case by the court. The program first applies the Year and Number to the Judicial Sale fields on the Sale record for properties with the selected Status. It then sorts the Sale records in ascending order by their original Upset Sale Year and Number and a assigns a Sequence number to the Judicial Sale Number, starting at 1.

In Wayne County this process also resets the Posting Status in the Assessment system.

Judicial Sale List

This report first prompts for the Judicial Sale Status, Year and Number then produces a report of all of the properties that match those criteria in order by their Judicial Sequence Number.

Judicial XRef

This report first prompts for the Judicial Sale Status, Year and Number then produces a one line per properties report of all of the properties that match those criteria in alphabetical order by owner name.

Assign Dates

This process prompts for the Petition Date, Return Date, Judicial Sale Status, Year and Number. It then saves the Petition Date and Return date on the Sale records that match on Judicial Sale Status, Year and Number.

Export Resid Chk

This process exports the name and address of all Parties of Interest for both Judicial Sales to a DBF file. This file can be processed by the Mailers Program which identifies for each party whether they are a resident of the county. Certain services and processes are performed differently depending on the residency status of the party. Using the Mailers program can identify and update that status more quickly and reliably than a manual process.

Import Resid Chk

This process reads the residency status from the DBF file after it has been processed by Mailers and applies it to the party record.

Notice of Rule

This report will prompt the user for which judicial sale, the year and number then produces a Notice of Rule for every party of interest associated with the property. The Judicial Sale Number input is optional.

Sheriff Export

This process will prompt the user for which judicial sale, the year and number then exports the Notice of Rule information to a file that the Sheriff's Office imports. This saves the Sheriff's Office the effort of entering all of the information for each Notice of Rule that they have to have in there system in order to provide service. The process is currently only in use in Wayne County.

Calc Sale Price

This process will prompt the user for which judicial sale, the year and number then calculate the Judicial Sales Price. This price is the sum of unpaid costs from the Tax Claim Office, high priority liens such as IRS liens, transfer tax, recording cost and deed fee. The transfer tax is calculated as 2% of the assessed value times the Common Level Ratio Factor.

Export Ad Copy

Auction List

Corporate Complnce

Notice Labels

Mark for Posting

Chg Jud to Repos

Deed

Post Sale Notice

Contact Att Report

Copy Liens

Reset Remail Flg

Remail Notice

NonRep to Judicial

Apply Cost

Close

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