

# Upset Personal Service Form

## Overview

This form allows you to mark individual owners for Personal Service if they did not sign for their certified mail upset sale notice.

## Usage

Check the box next to each individual owner who requires Personal Service. [TODO: how to add personal service fees \(at least in Adams County\)](#)

## Personal Service button

Click this button to generate Personal Service requests [TODO: Finish this section](#)

## Remarks

To appear on this form, owners must meet the following criteria:

- Property is scheduled for upset sale this year
- Property status is "Pre-Upset"
- Earliest unsettled tax claim is at least two years prior to the current year
- No property flags (e.g., Bankruptcy, Stay of Sale agreement, etc.)
- *Adams & Wayne only*: Owner is not a "Joint" or "Partnership" entity type
- *Wyoming only*: Owner is listed as the primary owner in the Upset file (Sequence equals "1")
- Owner lives within the county, as determined by their mailing ZIP code as follows:
  - Adams:
    - 17222
    - 17301 - 17375
  - Wayne:
    - 18405 - 18473
  - Wyoming:
    - 18414 - 18446
    - 18612 - 18636
    - 18657
    - 18844 - 18846

From:

<https://grandjean.net/wiki/> - **Grandjean & Braverman, Inc**

Permanent link:

[https://grandjean.net/wiki/tax\\_claim/upsetpersonalservice\\_form](https://grandjean.net/wiki/tax_claim/upsetpersonalservice_form)

Last update: **2016/08/02 19:15 UTC**

