

**NOTICE TO TAX SALE PURCHASERS OF THE  
TERMS AND CONDITIONS GOVERNING  
THE ANNUAL TAX SALE OF JUNE 16, 2025,  
AND ADJOURNMENTS OR ASSIGNMENTS THEREOF**

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The 2025 annual Tax Sale will be held by the Wapello County Treasurer on Monday, June 16, 2025, in the Treasurer's Office on the second floor of the Wapello County Courthouse, 101 W. Fourth St., Ottumwa, Iowa, beginning at 9:00 a.m. Bidders do not need to be present at the courthouse. Bidders will place their bids online. The auction site can be accessed by going to **[liveauctions.govease.com](https://liveauctions.govease.com)**. An adjourned tax sale will be held on any business day following the annual tax sale in which there are bidders present and there are parcels still available for sale.

The following information is provided to assist in the purchase of delinquent taxes during the tax sale.

1. To be eligible to bid at the Wapello County Tax Sale, all tax sale bidders must complete the following steps:
  - Register online at **[www.govease.com](https://www.govease.com)**. No mailed or emailed registrations will be accepted. Registration will begin Monday, May 19, 2025, and end Friday, June 6, 2025. All steps in the registration process must be completed by 11:59 p.m. on June 6, 2025.
  - Pay a non-refundable \$40.00 registration fee via ACH debit.
  - Complete the online W-9 form.
  - Upload a Certificate of Existence or Certificate of Authorization/designation of agent for service of process from the Iowa Secretary of State (if applicable).
  - Upload a copy of the Verified Statement of Trade Name of Business filed with Wapello County Recorder (if applicable).
  - Assistance with registration and the auction site is available at (769) 208-5050 ext. 2 or **[support@govease.com](mailto:support@govease.com)**.

A Tax Sale Certificate of Purchase and/or a Treasurer's Deed can be set aside by the courts if it is determined that the tax sale purchaser was ineligible to bid at the tax sale. The general rule is a tax sale purchaser should never have an interest or lien in the parcel offered for sale. You should consult with your legal counsel to determine your right to bid and become a tax sale purchaser.

If the bidder is an entity, not an individual, the entity must have a federal tax identification number AND either a designation of agent for service of process on file with the Iowa Secretary of State or a verified statement of trade name on file with the Wapello County Recorder. Contact the Iowa Secretary of State by phone at (515) 281-5204 or the Wapello County Recorder by phone at (641) 683-0047. Per Iowa Code Sec. 446.16(4).

All bidders must be 18 years of age or older as of June 16, 2025.

A W-9 form must be completed electronically by the registration deadline. This information is required to issue an accurate 1099-INT form to each certificate holder earning cumulative interest equal to or in excess of \$600.00 during the calendar year. This information will also be submitted to the Internal Revenue Service and may be needed when filing your Federal and State Income Tax returns.

2. The Delinquent Tax List for Wapello County will be published May 31, 2025, in the following newspaper:  
The Ottumwa Courier  
213 E Second St.  
Ottumwa, IA 52501  
641-684-4611

Parcels on the published list will also be available for review on the auction site by Monday, June 2nd. The auction site can be accessed by going to **liveauctions.govease.com**. You must complete the registration process in order to access the data.

3. All parcels shown in the publication are offered for sale except those that (1) have been paid after the publication; (2) those withheld due to bankruptcy laws prohibiting the sale; (3) those exempt per Iowa Code.

Bids can be uploaded prior to the start of the sale but will not be applied until the sale opens at 9:00 a.m. on Monday, June 16, 2025. The auction site can be accessed by going to **liveauctions.govease.com**. All parcels will be listed in the order they were published. The delinquent taxes on each parcel will be offered for sale to all bidders beginning with a 100% undivided interest. "Bid downs" will range in whole percentage points from 99% to 1%. Wapello County will not be utilizing batches.

When the sale closes at 11:00 a.m., a tax sale certificate for each parcel will be awarded to the bidder that designates the smallest percentage for the total amount due. If two or more bidders have placed an equal bid and the bids are the smallest percentage offered, the successful bidder will be selected by using a random selection process.

*\*All bids must be in good faith. All bids placed, whether intentional or not, are the responsibility of the bidder and may not be withdrawn.*

4. Successful bidders will receive an invoice when the sale has closed. Payment is due immediately and must be paid at the close of the sale. The total amount due will include all delinquent taxes, special assessments, interest, special assessment collection fees, publishing costs, and a certificate fee in the amount of \$20.00 for each certificate purchased.

If a tax sale bidder's payment is not honored, the bidder will have three business days following notification from the Treasurer to repay with guaranteed funds, or the tax sale certificate(s) purchased will be canceled. A \$30.00 service fee will be assessed on any payments returned due to insufficient funds. The County Treasurer reserves the right to require guaranteed funds for any future payments from the tax sale bidder. If there is a problem getting the guaranteed funds and the certificate is canceled the bidder will be banned from future sales.

5. **Your original Tax Sale Certificate(s) will be retained by the Treasurer's office.** Please allow 5 to 10 days to receive, in an email, a PDF copy of your certificate(s). This allows the Treasurer's staff time to complete the posting of records, editing of certificates, and balancing the proceeds received from the tax sale.

**Assignment of tax sale certificate** - The tax sale certificate is assignable by endorsement of the certificate and entry into the county system in the office of the County Treasurer from which the certificate was

issued. For each assignment transaction, the Treasurer shall charge the assignee an assignment transaction fee of \$100.00, payable to the Wapello County Treasurer, to be deposited into the county general fund. The assignment transaction fee shall not be added to the amount necessary to redeem. We will mail the original certificate to be signed by the certificate holder. If the original certificate of purchase is lost or destroyed, a duplicate can be obtained from the Treasurer's Office at a cost of \$20.00. An assignment is not considered valid until posted to the county system by the Treasurer. The terms and conditions set forth in this document apply both to certificates obtained through assignment and for certificates obtained directly through the tax sale.

6. **The tax sale certificate of purchase does not convey title to the purchaser.** The titleholder of record or other interested party retains the right to redeem within a specified period of time, depending on the type of tax sale. If the tax sale remains unredeemed after this period has expired, the purchaser may begin the process to obtain a tax deed to the parcel. Redemption is not valid unless received by the Treasurer prior to the close of business on the ninetieth day from the date of completed service. However, if the ninetieth day falls on a Saturday, Sunday, or an officially observed holiday where the Treasurer's Office is closed, payment of the total redemption amount must be received by the Treasurer before the close of business on the first business day following the ninetieth day. The date of postmark of redemption shall not be considered as the day the redemption was received by the Wapello County Treasurer for purposes of the ninety-day time period. Service of the 90-day affidavit is complete when the certificate holder files the 90-day affidavit with the Treasurer.

#### **REGULAR TAX SALE**

The 90-day Notice of Right of Redemption may be issued after one year and nine months from the date of the tax sale. (Parcels eligible for regular tax sale have been advertised only once.)

#### **PUBLIC BIDDER TAX SALE**

The 90-day Notice of Right of Redemption may be issued nine months from the date of the tax sale. (Parcels eligible for public bidder tax sale have been advertised for two years and are indicated with an asterisk (\*) on the published tax sale list.)

#### **FAILURE TO OBTAIN DEED – CANCELLATION OF SALE**

After three years have elapsed from the time of the tax sale, and the holder of a certificate has not filed an affidavit of service under Iowa Code Section 447.12, the Treasurer will cancel the tax sale certificate. However, if the filing of affidavit of service is stayed by operation of law, the time period for filing of the affidavit shall not expire until the later of six months after the stay has been lifted or three years from the time of the tax sale. In either instance, the tax sale purchaser is not entitled to a refund.

7. The Treasurer is required to notify the titleholder of record of the tax sale acquisition.
8. A tax sale purchaser may pay **subsequent taxes** and special assessments on the same parcel on which s/he holds the tax sale certificate, beginning one month and fourteen days following the date from which an installment becomes delinquent. **Please note that you can pay subsequent payments online at [www.iowatreasurers.org](http://www.iowatreasurers.org).** To access the subsequent tax payment module, go to **[www.iowatreasurers.org](http://www.iowatreasurers.org)**, hover over the Property Tax tab at the top, scroll down to "Register To Pay Subsequent Tax" and click on it, then fill out the registration information and click on "register". When you go to pay hover over the Property Tax tab, scroll to "Login To Pay Subsequent Tax". After logging in, you will be able to access a list of parcels on which you hold a tax sale certificate. It is the investor's responsibility to review the list and confirm all applicable parcels are included in the online portfolio. You

can select the items you want to pay and submit payment by ACH debit. A non-refundable fee of \$0.25 per parcel applies. Please contact our office if you need additional assistance. If you do not go in the correct way to make subsequent payments, then you will just be paying the taxes for the customer. Failure to report subsequent payments will result in their omission from the redemption calculation. It is your responsibility to make sure that you have the correct parcels. **We will not refund if you make an error.**

Only items delinquent in the current fiscal year or prior may be paid as a “subsequent payment”. Special assessments due in future years cannot be paid until the fiscal year in which they become due. A subsequent payment must be received and recorded by the Treasurer or entered on the County Treasurer’s system no later than 4:30 p.m. on the last business day of the month to accrue and be added to the amount due under section 447.1. The postmark on a subsequent payment will not be used to determine interest calculation and accrual.

9. A redemption is not valid unless received by the Treasurer prior to the close of business on the 90th day from the date of completed service (except County held certificates). A redeemed tax sale will include the following:
  - a. The original tax sale amount, including the \$20.00 certificate fee paid by the purchaser at the time of the sale.
  - b. Interest in the amount of 2% per month calculated against the amount for which the parcel was sold, including the amount paid for the certificate or purchase. Each fraction of a month is counted as a whole month.
  - c. Properly reported subsequent tax payments are paid by the purchaser and added to the amount of the sale, with interest in the amount of 2% per month. Each fraction of a month is counted as a whole month.
  - d. For certificates sold on or after June 1, 2005, the cost of serving the notice, including the cost of sending certified mail notices, and the cost of publication under section 447.10, if publication is required, shall be added to the amount necessary to redeem. The cost of a record search, not to exceed \$300.00, shall also be added to the amount necessary to redeem if the search is performed by an abstractor who is an active participant in the title guaranty program under section 16.91 or by an attorney licensed to practice law in the State of Iowa. Costs filed with the Treasurer after redemption has been made shall not be collected by the Treasurer. However, the certificate holder may pursue collection through a court action against the parcel owner.

Costs incurred by the tax sale certificate holder may not be filed prior to the filing of the affidavit of service with the Treasurer.

10. The purchaser is responsible for checking parcels on which s/he holds the certificate of purchase for redemption.

When a parcel is redeemed, either in person or by mail, the Treasurer’s Office will issue a check for the redemption amount, less the amount collected for any applicable redemption fees. The purchaser will receive a check directly or by mail. We generally issue refund checks on Mondays.

In the event you have been reimbursed for a redemption and the tax sale redeemer’s payment is not honored, you will be required to return the funds to the Treasurer’s Office. A copy of the tax sale certificate will be returned to you and the redemption will be canceled. The tax sale will be reinstated as of the original sale date. A subsequent redemption will be calculated from the date of the sale to the date of repayment.

11. The fee for the issuance of a Treasurer's Tax Sale Deed is \$25.00 per parcel.
12. The \$25.00 Treasurer's Tax Sale Deed issuance fee and recording fees shall be submitted to the Wapello County Treasurer within 90 calendar days after the redemption period expires. The Treasurer shall cancel the certificate for any tax sale certificate holder who fails to comply.
13. If it is determined that any item was erroneously sold, the certificate of purchase will be canceled. The certificate holder shall be reimbursed for the principal amount of the investment. Interest will not be paid.  
  
If it is determined that a county held certificate was erroneously assigned, the assignment will be canceled. The certificate holder shall be reimbursed the total amount paid for the assignment. Interest from the assignment date to the date of cancellation of the certificate will not be paid.

This document has been prepared to provide general information and guidelines relative to tax sales, assignments, and tax sale redemptions. It is not an all-inclusive listing of statutory requirements, procedures or policy, nor is it to be construed as a legal opinion of the statutes governing tax sales. The provisions of this document are severable. If any provision of this document is determined to be contrary to law, the remaining provisions shall remain in full force and effect. This document is effective for taxes sold between June 16, 2025, and June 15, 2026, and all their assignments.

Iowa Code Chapters 446, 447, and 448 as amended are pertinent chapters to Tax Sales, Tax Redemption, and Tax Deeds. The Iowa Code is available online at **[www.legis.state.ia.us](http://www.legis.state.ia.us)**. Prospective buyers should consult with legal counsel to determine their legal rights and remedies and to protect their interest as a tax sale buyer.

**The doctrine of caveat emptor, meaning 'buyer beware' applies to this tax sale.**

The undersigned hereby registers as a bidder at the annual Tax Sale of June 16, 2025, and subsequent adjournments or assignments thereof and acknowledges receipt of a copy of the "Terms and Conditions Governing the Annual Tax Sale of June 16, 2025, and Adjournments or Assignments Thereof". Further, the undersigned acknowledges and agrees that by participating at the Tax Sale and subsequent adjournments or assignments that he/she will comply with and be bound by all tax sale terms and conditions. I agree that all of the information I have provided is true and correct.

**State of Residence:** \_\_\_\_\_

**County of Residence:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Bidder Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_