

# HANCOCK COUNTY SHERIFF'S OFFICE

*A Community Oriented Policing Agency*

**Michael E. Heldman, Sheriff**

200 West Crawford Street

Findlay OH 45840

## **Real Estate Judicial Sales**

### Confirming Entry, Payments, & Misc Information

All Line Items MUST Total the Sale Amount

Send ONE (1) check payable to Hancock County Sheriff's Office in the amount of the total of Costs less any deposit paid at time of sale.

The Hancock County Sheriff's Office will make payment to all line items in the Confirming Entry Order and refund any over-payments

#### **The Confirming Order should contain Items 1 -5 with additional items as needed**

1. Hancock County Clerk of Courts for all charges billed by them 419.424.7837
2. Hancock County Treasurer for tax amounts due 419.424.7213
3. Hancock County Auditor for Conveyance fees [County Number 32]
4. Hancock County Recorder for deed recording fees
5. Hancock County Sheriff for filing fees \$75.00
6. Any other costs to be paid such as water bill, plaintiff, etc

#### **Send the following items to the Hancock County Sheriff's Office**

1. Completed deed
2. Completed conveyance form
3. Payment check payable to Hancock County Sheriff's Office

**Completed Deeds and Conveyance Forms may be emailed to contact below.**

#### **Sheriff Sales Contact:**

Renee Smith 419.424.7239  
Monday – Friday 8 a.m. – 4 p.m.  
mrsmith@co.hancock.oh.us

General Line: 419.424.7097

[www.hancocksheriff.org](http://www.hancocksheriff.org)