

**CLAIM TO SURPLUS PROCEEDS OF A TAX DEED SALE**

Complete and return to: Putnam County Clerk of Circuit Court/Comptroller  
P.O. Box 758  
Palatka, FL 32178  
[Taxdeeds@putnam-fl.com](mailto:Taxdeeds@putnam-fl.com) Phone (386) 326-7670

**Tax Deed #:** \_\_\_\_\_ **Certificate #:** \_\_\_\_\_ **Sale Date:** \_\_\_\_\_

**Note: The Clerk of the Court must pay all valid liens before distributing surplus funds to a titleholder.**

Claimant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

I am a (check one): \_\_\_\_\_ Lienholder; \_\_\_\_\_ Titleholder

Select ONE:

\_\_\_\_\_ I claim surplus proceeds resulting from the above tax deed sale.

\_\_\_\_\_ I am NOT making a claim and waive any claim I might have to the surplus funds on this tax deed sale.

**LIENHOLDER INFORMATION** (Complete if claim is based on a lien against the sold property.)

Type of Lien/Describe in Detail: \_\_\_\_\_

Original Lien Amount: \$ \_\_\_\_\_ Amount Due: \$ \_\_\_\_\_ Remaining Principal Due: \$ \_\_\_\_\_

Interest Due: \$ \_\_\_\_\_ Fees & Costs\* \$ \_\_\_\_\_ Attorney fees claimed: \$ \_\_\_\_\_

*\*Including late fees. If applicable, describe costs in detail on an additional sheet, labeled as Page 1a*

**TITLEHOLDER INFORMATION** (Complete if claim is based on title formerly held on sold property) Claimants

Name and Current Address: \_\_\_\_\_

Amount or percentage of surplus tax deed sale proceeds claimed: \_\_\_\_\_

**I hearby swear or affirm that all of the above information is true and correct.**

Signature of Claimant: \_\_\_\_\_ Printed Name: \_\_\_\_\_

STATE OF \_\_\_\_\_ Title: \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was sworn to or affirmed and signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification and who did take an oath.

(Notary Seal)

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Commission No. & Expiration Date

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CLERK OF THE CIRCUIT COURT  
PUTNAM COUNTY, FLORIDA  
P.O. BOX 758  
PALATKA, FL 32178  
[Taxdeeds@putnam-fl.com](mailto:Taxdeeds@putnam-fl.com)  
386-326-7670

**NOTICE OF SURPLUS FUNDS FROM TAX DEED SALE**

Sale Date: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
Parcel #: \_\_\_\_\_

Property Description\*: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\*If additional space is needed,  
please attached a an additional  
page and label it as "2a"

Pursuant to chapter 197, Florida Statutes, the above property was sold at public auction on \_\_\_\_\_, and a surplus of \$\_\_\_\_\_ (subject to change) will be held by this office for **120 days** beginning on the date of this notice to benefit the persons having an interest in this property as described in section 197.502(4), Florida Statutes, as their interests may appear (except for those persons described in section 197.502(4) (h), Florida Statutes). To the extent possible, these funds will be used to satisfy in full, each claimant with a senior mortgage or lien in the property before distribution of any funds to any junior mortgage or lien claimant or to the former property owner. To be considered for payment of any portion of the surplus funds, **you must file a notarized statement of claim with this office within 120 days of this notice.**

If you are a lienholder, your claim must include the particulars of your lien and the amounts currently due.

**THE FAILURE OF A LIENHOLDER TO FILE A CLAIM FOR SURPLUS FUNDS WITHIN 120 DAYS OF THIS NOTICE CONSTITUTES A WAIVER OF THE LIENHOLDER'S INTEREST IN THE SURPLUS FUNDS AND ALL CLAIMS THERETO ARE FOREVER BARRED.**

After the office examines the filed claim statements, you will be notified if you are entitled to any payment.

If your claim has been satisfied, released, or you are waiving your claim, **please check the "No claim will be filed" box on the claim form** and return it to our office so that any other liens can be considered.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

(Seal)

Matt Reynolds

Putnam County Clerk of Court & Comptroller

By: \_\_\_\_\_  
Deputy Clerk

**NOTICE OF SURPLUS FUNDS FROM TAX DEED SALE**