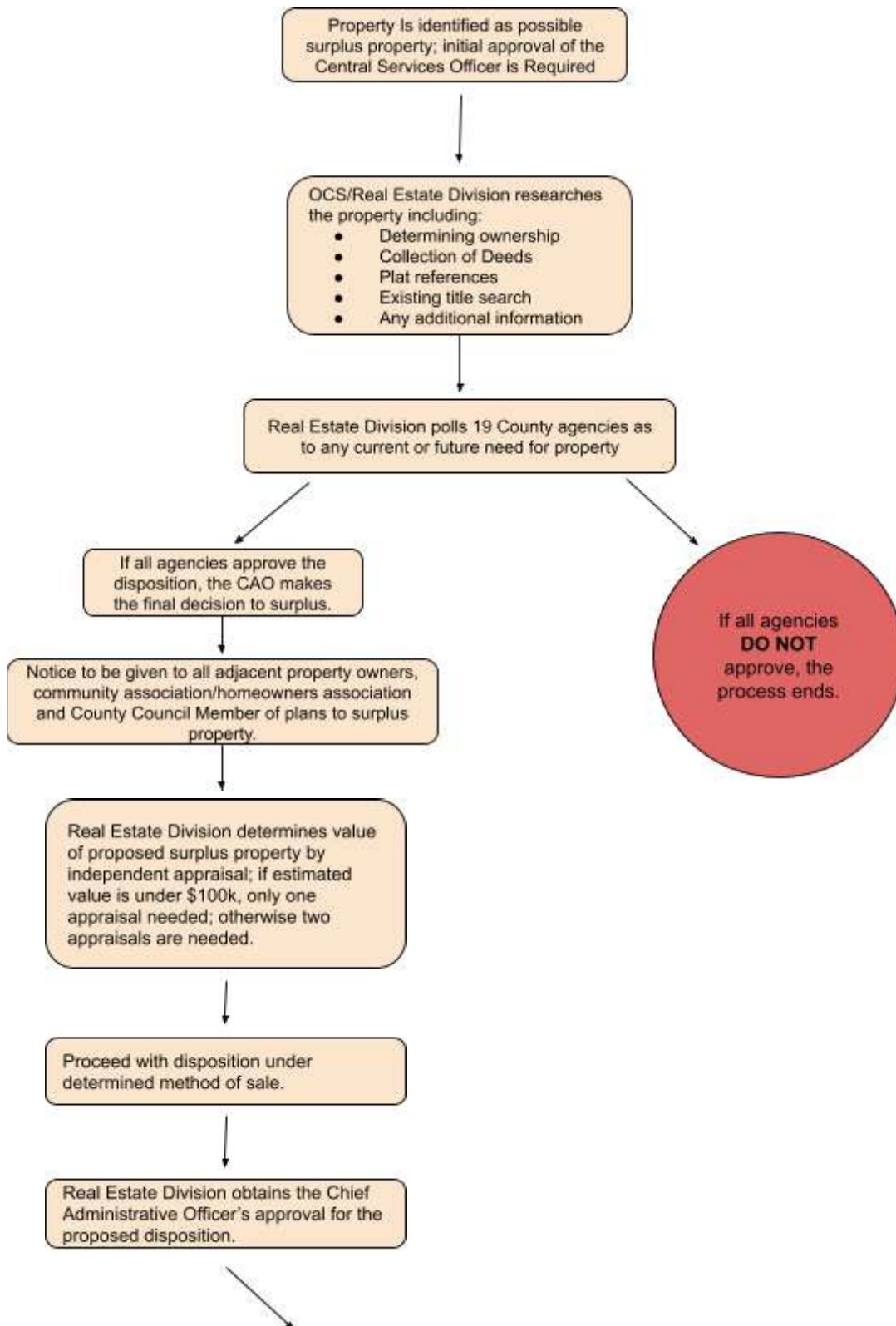




Surplus Process For Properties Over 0.10 Acres



Notice is given to all adjacent property owners, community association/homeowners association and County Council Member of the minimum bid and timeframe in which to submit bids.



Once the winning bid is accepted by the Real Estate Division, the Chief Administrative Officer's approval is needed for proposed disposition.



If the Chief Administrative Officer approves the disposition, the County Executive shall seek approval of the County Council by resolution of the determination of the property as a surplus and the terms of disposition.



If this is approved by the County Council, the winning bidder will be given a schedule of fees associated with the sale of the property and a deed will be prepared. Once all fees are satisfied by the borrower, the deed will be signed by the Office of Law and the transfer of property will be complete.