**INSTRUCTIONS FOR FILING**

**AGREEMENT, RELEASE AND WAIVER- Regarding Overage on Delinquent Tax Sale of Aiken County Property**

State Law deems, the OWNER OF RECORD IMMEDIATELY BEFORE THE END OF REDEMPTION PERIOD OF THE TAX SALE is the legal claimant of any overage.

1. Information to identify the property (i.e. defaulting taxpayer, map reference, etc.) and the date of the Tax Sale is needed to process the claim.

2. A copy of the deed by which the claimant(s) acquired the ownership of the property, or a copy of the real estate conveyance sheet from the Probate Court showing ownership by the claimant(s) must be attached to the claim form.

3. Copies of at least two forms of proper identification (i.e. driver's license, social security card, and passport) of the claimant(s) must be attached to the claim form. One must be a photo ID.

4. The claim form must be properly completed by filling in the following information in the blanks indicated:
    A. TMS number
    B. Defaulting Taxpayer(s) or Owner of record immediately before the end of redemption period.
    C. Check the applicable box to indicate who is to be issued the overage.

5. The owner of record immediately before the end of redemption period of the Tax Sale must sign the claim form.

6. The claimant must swear before a notary public and the notary public must affix his/ her seal and the date his/her commission expires where indicated on the claim form.

7. Submit the properly completed claim form to the Delinquent Tax Office for review.

Aiken County Tax Collector
1930 University Parkway
Aiken, SC 29801

or Mail to:

Aiken County Tax Collector
PO Box 873
Aiken, SC 29802

The County Tax Collector will verify the identity of claimant(s) and determine the amount of the overage due.

For Questions call (803) 642-2081 or email delinquenttc@aikencountysc.gov