

MOHAVE COUNTY TREASURER

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JUDICIAL FORECLOSURE OF RIGHT TO REDEEM **TAX LIEN CERTIFICATE**

(“Quiet Title Action”)

See Arizona revised Statutes, TITLE 42, ARTICLE 5, Sections 42-18201 THRU 42-18208
(located online at <http://www.azleg.state.az.us>)

Disclaimer: Treasurer’s Office staff cannot give legal advice; however, the following information may be helpful to you in processing a Quiet Title Action through the Mohave County Treasurer’s office.

PLEASE REFERENCE THE PARCEL NUMBER ON ALL DOCUMENTS

Step A: Lien holder mails a letter of intent to start a “Quiet Title Action.” (ARS 42-18202)

- Must be mailed by Certified Mail
- Copy mailed to the Mohave County Treasurer

Step B: After filing a complaint and summons with Superior Court

- Copy goes to Treasurer to flag the file in case owner calls to redeem parcel.

Step C: Before going to court for judgment

1. When submitting an affidavit for execution by the Treasurer’s office:

- Requests should be made five (5) working days notice before the court date. Due to recent increased volume of requests we cannot ensure timely completion of the affidavit without sufficient advance notice.
- Can verify only that the information stated in the affidavit is accurate.
- Will indicate on the affidavit the amount of taxes and penalties due at the time the affidavit was completed.
- Cannot ensure timely processed reassignments unless reassignment forms are submitted five days before the Affidavit is submitted to the Treasurer’s office (due to increased volume of reassignments). WE STRONGLY SUGGEST THAT YOU REVIEW THE TAX CERTIFICATE YOU ARE GOING FORWARD WITH TO ENSURE COMMENCING THE LAWSUIT IN THE NAME OF THE CORRECT PLAINTIFF TO AVOID THIS ISSUE.
- Cannot accept reassignments without payment. All unpaid reassignments will be returned.
- **Please include a cover sheet with the Affidavit including your e-mail that indicates the Judge, date and time of court, to assist us in timely processing your request.**
- **If e-mailing affidavit provide us with a self address stamped envelope.**

- The affidavit will be signed by the Treasurer, Chief Deputy Treasurer, or other Deputy Treasurer.
 - The Treasurer's office will ensure that the affidavit is notarized if required.
 - Affidavit's may be picked up at the counter or e-mailed the day before court no earlier than 4:30 p.m. the day before court.
 - The Treasurer's office will NOT deliver the affidavit to court.
2. When not requesting an affidavit from the Treasurer:
1. Please notify Treasurer's office five (5) days before court date, to allow the file to be pulled to provide you with the necessary information on the day of the hearing.
 2. Call the Treasurer's office the same day of the hearing to inquire whether the property has or has not been redeemed.

- Step D:** Upon obtaining Order foreclosing the right to redeem
1. Provide a certified copy of a judgment foreclosing the right to redeem (ARS 42-18205).
 2. Provide \$52 per parcel processing fee to the Treasurer, which includes:
 - a. \$50.00 Deed Fee
 - b. \$ 2.00 Notary Fee
 3. Upon receipt of both the Treasurer's Deed will be processed.
(Please allow 8-10 weeks for [processing])

IT IS YOUR RESPONSIBILITY TO ENSURE ALL STEPS ARE COMPLETE