

**STATE OF MAINE**  
**MUNICIPALITY OF [MUNICIPALITY]**  
**NOTICE OF INTENT TO SELL YOUR FORMER PROPERTY**  
**(36 M.R.S. § 943-C)**

TO: [Name  
Address  
City, State ZIP Code] [mm/dd/yyyy]

**Notice of sale of foreclosed property**

A tax lien mortgage held by [MUNICIPALITY] for unpaid real estate taxes on your former property located at [PHYSICAL ADDRESS], referred to as [MAP/PLAN/LOT] was foreclosed on [DATE]. [MUNICIPALITY] now owns this property. You are receiving this notice because [MUNICIPALITY] intends to sell this property. Pursuant to 36 M.R.S. § 943-C, [MUNICIPALITY] will list the property for sale with a real estate broker or agent for the highest reasonable price the property is anticipated to sell, and will convey the property via quitclaim deed to the successful buyer at the highest price at which the property is able to sell within 12 months after listing. Following the sale, [MUNICIPALITY] will pay to you, as the former owner, any excess sale proceeds, after deducting:

- (1) The sum of all taxes owed on the property;
- (2) The sum of all taxes that would have been assessed on the property during the period following foreclosure when the property was owned by [MUNICIPALITY];
- (3) All accrued interest;
- (4) Fees, including advertising, mailing, recording, property listing and real estate broker or agent's fees to the extent that those fees are not included in the broker or agent's fee agreement;
- (5) Any other expenses incurred by [MUNICIPALITY] in selling, maintaining, or improving the property, including documented administrative costs and reasonable attorney's fees;
- (6) The cost to [MUNICIPALITY] of the lien and foreclosure process, including, but not limited to, reasonable attorney's fees; and
- (7) Unpaid sewer, water or other utility charges and reasonable fees imposed by [MUNICIPALITY].

[MUNICIPALITY] will provide you, as the former owner, with a written accounting of the excess sale proceeds itemizing any deductions upon request. If [MUNICIPALITY] is unable, after 3 attempts, to contract with a real estate broker or agent, or the broker or agent is unable to sell the property within 12 months of listing, [MUNICIPALITY] may sell the property in any manner authorized by [MUNICIPALITY]'s legislative body and will pay to you any excess sale proceeds as calculated above.

For purposes of this notice, “former owner” means the owner or owners of record at the time of foreclosure or, if deceased, the former owner’s heirs, devisees or personal representatives. Note that pursuant to 36 M.R.S. § 943-C(6), receipt of excess sale proceeds by the former owner is deemed to be a waiver of any right of the former owner to pursue a title action under 36 M.R.S. § 946-B.

If you have any questions, please contact me at [EMAIL AND PHONE] to discuss this notice.

[MUNICIPAL OFFICERS OR THEIR DESIGNEE]  
[ADDRESS]