

Procedures for Obtaining a Tax-Foreclosed Property

Research the property in which you are interested.

1. Contact Randall B. Strong at 281-428-2200 (attorney for the City of Baytown) to determine the approximate judgment payoff on the property you wish to acquire.
2. Investigate the title to the property to determine if there are any post-judgment taxes or liens on the property. The City does not warrant title to the property.
3. Decide if you want to purchase the property, then discuss with Mr. Strong's office the dollar amount needed to purchase the property.

The property may be purchased by either of the following methods:

Private Sale

In a private sale, you will need to pay the judgment payoff amount (including taxes, penalties, interest, and court costs) owed to all the taxing entities. There also may be post-judgment taxes that have accrued.

1. Deposit \$575.00 with Randall B. Strong's office to start the private sale process.
2. Request a judgment payoff from Randall B. Strong as to the taxes owed. His office will obtain payoff amounts from the City, County, and School District.
3. Mr. Strong's office will contact you with the total payoff once these amounts have been determined.
4. Purchase a cashier's check for the total payoff amount made payable to Randall B. Strong, and deliver it to his office located at 407 W. Baker Road, Suite Z, Baytown, Texas 77521.
5. Mr. Strong will (1) prepare a Deed Without Warranty, (2) have it signed by the Mayor of the City of Baytown, and (3) forward it to you.
6. Record the Deed with the Harris County Clerk's Office. Instructions and the amount of recording fee for filing a deed with the Harris County Clerk will be provided at the time of purchase.
7. Complete a [Harris County Appraisal District Request to Correct Name or Address on a Real Property Account \(PDF\)](#) and mail it to the address noted on the form.

Public Auction

1. In a public auction sale, Mr. Strong's office will discuss with you the minimum bid that will be required.
2. Deposit \$575.00 with Randall B. Strong's office to start the auction process, which takes anywhere from four to six months from the date of your deposit. This deposit will be refunded as long as someone (either yourself or a third party) bids on and purchases the property at the auction.

3. Mr. Strong's office will notify you of the date, time and place of the auction. Auctions are usually held on the first Tuesday of each month at the Bayou City Event Center, 9401 Knight Road, Houston, Texas 77045; however, **please refer to the [Harris County Tax Assessor's website](#) for current information.**
4. The auction will be conducted by a Harris County Constable on the scheduled date. You must be present, and you must follow the procedures set by the Constable.
5. You must have the total amount of your bid in either cash or cashier's check with you at the time of the sale.
6. After the auction, the Constable will prepare a Constable's Deed and send it to you.
7. Record the Deed with the Harris County Clerk's Office. ([Instructions and fees for filing a deed with the Harris County Clerk](#))
8. Complete a [Request to Correct Name or Address on a Real Property Account \(Form 25.25\(b\)RP \[PDF\]\)](#) and mail it to the address noted on the form.

The auction process only removes the tax years and liens under the original judgment. You will need to check with each taxing entity for the amount of post-judgment taxes, if any. You will be required to pay the post-judgment taxes in addition to the bid amount. However, post-judgment taxes are not required to be paid on the day of the auction. You may be able to enter into a payment plan for post-judgment taxes.

Title policies, if desired, must be obtained by the property purchaser, regardless of which of the above methods is followed.