

BUCKS COUNTY, PENNSYLVANIA ORDER FOR SERVICE- REAL ESTATE

Prothy No. \_\_\_\_\_

Check box for deputy to attempt service

**TO: SHERIFF OF BUCKS COUNTY**

FROM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE NO. \_\_\_\_\_

(Attorney for plaintiff)

\_\_\_\_\_  
Plaintiff

**VS.**

\_\_\_\_\_  
Defendant

**FORMS REQUIRED FOR MORTGAGE  
FORECLOSURE ON REAL ESTATE**

1. \$2,000 deposit
2. Order for service for each defendant, if being served by sheriff's office.
3. Three (3) copies of short legal description & two (2) copies of long legal description.
4. 3129.1 Notice to lienholders
5. Notice of sale to defendant(s) with their rights
6. Act 91 affidavit P.L. 1688 No. 621
7. Affidavit of non-military service for each defendant
8. Affidavit of last-known address of defendant(s)
9. Writ of Execution
10. Copy of Relief from bankruptcy, if in bankruptcy

**FORMS & DOCUMENTS REQUIRED FOR  
MONEY JUDGMENTS ON REAL ESTATE**

Need all 10 listed above plus staple the following two (2) items together in this order (two copies for each defendant):

1. Notice of Writ of Execution (PBC-5B)
2. Claim for Exemption form (PBC-5A)

\*Need additional writ of execution for each defendant if being served by the sheriff's office\*

**EXACT ADDRESS OF THE REAL ESTATE PROPERTY BEING SOLD AT REAL ESTATE SALE**

Tax parcel number: \_\_\_\_\_

Tax assessment: \$ \_\_\_\_\_

Street: \_\_\_\_\_

Ratio X \_\_\_\_\_

Town: \_\_\_\_\_

Fair market value: \$ \_\_\_\_\_

Township/Borough: \_\_\_\_\_

Improvements: (i.e. Residential Dwelling, Commercial Property, Vacant Lot, etc.):  
\_\_\_\_\_  
\_\_\_\_\_

Seized and taken in execution as the property of (must correspond to names appearing on last deed of record or give reason why not):  
\_\_\_\_\_  
\_\_\_\_\_

Bucks County Sheriff's Office- Real Estate Division  
Telephone: 215-348-6240, 6133; Fax: 215-348-6765