

## **Sealed Bid Instructions for the Sale of**

### **REAL PROPERTY LOCATED IN THE VILLAGE OF LAKE ODESSA**

Thank you for your interest in the SEALED BID AUCTION of the property located in the Village of Lake Odessa. If you would like to submit a sealed bid to purchase the property, please follow these instructions and submit your bid by **Friday, July 12, 2019 at 4:30pm** to the office of **Village Clerk, 839 Fourth Avenue, Lake Odessa, MI 48849**.

1. Complete the Sealed Bid Summary Form for the property. Please fill in the amount of your bid, your contact information, and sign the Bid Summary Form.
2. Place the completed Sealed Bid Summary Form in a sealed envelope with the outside clearly marked "Village Property Sealed Bid" and have delivered to the address stated above prior to the deadline. The Village is not responsible for bids that do not arrive prior to bid closing.
3. Please submit a bid form (below) for each individual lot of interest.
4. The property closing must occur within thirty (30) days after Village confirmation, unless other arrangements are made with the Village.
5. All bids are subject to the Village's approval. The Village of Lake Odessa reserves the right to accept, reject, or to refuse any and/ or all bids.

**THANK YOU FOR YOUR INTEREST**

Clark Street Property Parcel and Lot Numbers:

34-101-090-000-065-20; Lot 29

34-101-090-000-065-30; Lot 30

**VILLAGE OF LAKE ODESSA**  
**REAL ESTATE PROPERTY**  
Official Bid Form

The undersigned hereby offers for the property parcel number \_\_\_\_\_, Lot number \_\_\_\_\_; the total bid amount indicated below. All property is sold without any warranty of any kind, and are "as is" and "where is" condition, and I agree to be bound by the Instructions, the Additional Terms and Conditions, and the Model Purchase and Sales Agreement, all as issued by the Village of Lake Odessa ("Seller"), and subject to the approval of the Lake Odessa Village Council.

Bid Equals: \$\_\_\_\_\_ Dollars

Bidder's Signature: \_\_\_\_\_

Bidder's Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**THIS FORM MUST BE PLACED IN A SEALED ENVELOPE. THE ENVELOPE SHALL BE CLEARLY MARKED WITH THE FOLLOWING STATEMENT:**

**VILLAGE OF LAKE ODESSA**  
**ATTN: VILLAGE MANAGER**  
**REAL ESTATE BID**

## **ADDITIONAL TERMS AND CONDITIONS**

### **GENERAL INFORMATION APPLYING TO PROPERTY SALE**

The Village of Lake Odessa ("Seller") urges you to visit and inspect the property you are interested in before you bid. All property will be conveyed on as "as is" basis. Ignorance of any condition of the site will not allow you to withdraw or adjust a bid after it is opened. We urge you to secure firsthand information about the local real estate tax rate, utility services, zoning ordinances and building codes.

### **GENERAL TERMS OF SALE**

#### **1. Deadline for Bid Opening**

It shall be your duty as a bidder to see that your bid(s) is/ are delivered within the time and at the place prescribed in this bulletin. No bid(s) received after the time fixed in this invitation for will be considered and those bids will be returned unopened.

#### **2. Bids Not Public until Closing**

While the opening of bids will be public, the bid(s) amounts will not be made known, and the Seller reserves the right to entertain further negotiation with the high bidder and/or some or all of the bidders. Upon Closing of the Property, all bids, successful and otherwise, shall become public documents.

#### **3. Modification or Withdrawal of Bid**

The Seller will not entertain claims from bidders for withdrawal or modification of bids after the bid opening because of ignorance of the condition of the property offered for sale or misinterpretation of the terms and conditions of the sale.

#### **4. Village Acceptance, Rejection, or Refusal**

The bidder acknowledges their understanding that the Village of Lake Odessa reserves the right to accept, reject, or refuse any and all bids for these properties at the discretion of the Village Council.