

**REAL ESTATE BID FORM**

*Instructions To Bidders:*

- *This form shall be utilized by all Bidders and submitted to the Clerk Treasurer's Office at 44 W. Washington St. Shelbyville, IN 46176*
- *A new bid form must be submitted for subsequent bids.*
- *Separate bid forms must be submitted for each property individually.*
- *All bidders will be notified via email within 48 hours of a new bid. All bidders may submit a new bid form to increase such bidder's bid amount at any time while bidding is open. Such bid increases must be made in increments of at least \$250.00. The City reserves the right to accept any bid and close on any lot at any time while bidding remains open. The notifications sent to bidders as described above is the formal notification from the City as required by law.*
- *The City of Shelbyville reserves the right to reject any bids not submitted in the below format.*
- *The bid shall be in the following format with the Bidder's Itemized Proposal and Declaration and any exceptions on the exceptions form completed and attached:*

1.1 Bidder Name:

\_\_\_\_\_

1.2 Bidder Information: Street Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ [Valid email address is required as bidders will be notified by email of subsequent bids.]

1.3 Bidder is a/an [mark one]

\_\_\_\_\_ Individual                      \_\_\_\_\_ Partnership                      \_\_\_\_\_ Indiana Corporation

\_\_\_\_\_ Foreign (Out of State) Corporation; State: \_\_\_\_\_

\_\_\_\_\_ Joint Venture                      \_\_\_\_\_ Other \_\_\_\_\_

1.4 [The following must be answered if the Bidder or any of its partners or joint venture parties is a foreign corporation. Note: To do business in or with the City of Shelbyville, foreign corporations must register with the Secretary of State of Indiana as required by the Indiana General Corporation Act as stated therein and expressed in the Attorney General's Opinion #2, dated January 23, 1958.]

1. Corporation Name: \_\_\_\_\_

2. Address: \_\_\_\_\_

3. Date registered with State of Indiana: \_\_\_\_\_

4. Indiana Registered Agent:  
Name: \_\_\_\_\_

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

1.5 If Bidder is a trust, Bidder must identify:

1. Beneficiary of trust: \_\_\_\_\_

2. Settlor empowered to revoke or modify trust: \_\_\_\_\_

1.6 Bid Amount: \$ \_\_\_\_\_

1.7 Date: \_\_\_\_\_

I affirm under the penalties of perjury the above information is true and accurate and hereby submit this bid of my own free will.

\_\_\_\_\_  
Signature