Terry L. Baskin, Clayton County Tax Commissioner
121 S. McDonough Street, Annex 3
Jonesboro, GA 30236
(770) 477-3311

OFFICIAL CLAIM FOR EXCESS FUNDS

Claimant Name: _____

Claimant Address: _____

_____

Claimant Phone: _____

Tax Sale Date: _____

Map & Parcel Number of Property Sold: _____

Address of Property Sold: _____

_____

Check Appropriate Box: ☐ Security Deed/Lien Holder ☐ Property Owner

☐ Executor/Administrator of Estate

If you are a:

- **Lien Holder** – Submit a copy of the filed lien along with a current statement showing the balance owed.
- **Security Deed/Mortgage Holder** – Submit a copy of the recorded Security Deed along with a current statement showing the balance owed.
- **Property Owner** – Submit a copy of the Warranty Deed or the other deed demonstrating ownership of the property.
- **Executor/Administrator of Estate** – Submit a copy of the Letters of Testamentary or other Court document demonstrating your appointment as well as a copy of the death certificate of the decedent.