



**SHERIFF MATTHEW A. MYERS**  
Bartholomew County, Indiana

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**Documents Needed Before Sheriff Sale May be Scheduled**

1. Praecipe – File Stamped by Clerk’s Office.
  2. Decree of Foreclosure or Mortgage Foreclosure – File Stamped by Clerk’s Office and signed by the Judge.
  3. Sheriff’s Notice or Notice of Sheriff’s Sale
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**Documents Needed On or Before Sheriff Sale**

4. Sheriff’s Deed
  5. Sheriff’s Fee \$200
  6. Bartholomew County Recorder’s Fee \$25
  7. Bartholomew County Auditor’s Fee \$ 5
  8. Clerk’s Return of Sale
  9. Sales Disclosure
  10. Self-Addressed Envelope, Postage Included
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**Sheriff Sale Cancellation Request & Confirmation Via Email Only**

11. Sheriff’s Cancellation Fee (s): \$10 for 1 Defendant. \$13 for 2 Defendants

Adolfo ‘ Rudy’ Olivo  
Sheriff Sales and Offender Registry Coordinator  
Bartholomew County Sheriff’s Office  
O: 812-565-5934  
F: 812-379-1651  
[aolivo@bartholomew.in.gov](mailto:aolivo@bartholomew.in.gov)  
[sheriffsales@bartholomew.in.gov](mailto:sheriffsales@bartholomew.in.gov)