

Required Contents

# Notice of Sale

## G.S. 45-21.16A

1. Original mortgagor	<input type="checkbox"/>
2. Recording date, book and page of the deed of trust	<input type="checkbox"/>
3. Record owner of the property, if not the mortgagor	<input type="checkbox"/>
4. Date, hour and place of the sale	<input type="checkbox"/>
5. Description of the real property to be sold	<input type="checkbox"/>
6. Terms of sale, including amount of required deposit	<input type="checkbox"/>
7. State property sold subject to taxes and special assessments	<input type="checkbox"/>
8. State whether sold subject to or with any other rights or interests	<input type="checkbox"/>
If property is residential and has less than 15 rental units:	
9. Order for possession may be issued pursuant to G.S. 45-21.29	<input type="checkbox"/>
10. If rental agreement dated or renewed on or after 10-1-07, tenant may terminate the lease to be effective on date in the notice that is at least 10 days but no more than 90 days after the sale date in the notice of sale, provided that the default is not cured at the time the tenant provides the notice of termination	<input type="checkbox"/>
11. If tenant terminates the lease on 10 days' notice, tenant is responsible for prorated rent	<input type="checkbox"/>

\*Highlighted language reflects changes implemented in 2015 pursuant to S.L. 2015-178.

## Required Contents

# Preliminary Report

### G.S. 45-21.26

<b>1. Authority of person conducting the sale</b>	<input type="checkbox"/>
<b>2. Name of grantor</b>	<input type="checkbox"/>
<b>3. Name of grantee or trustee</b>	<input type="checkbox"/>
<b>4. Date, time, and place of sale</b>	<input type="checkbox"/>
<b>5. Book and Page of the recorded deed of trust, if recorded</b>	<input type="checkbox"/>
<b>6. Description of property sold, if DOT not recorded</b>	<input type="checkbox"/>
<b>7. Highest bidder name</b>	<input type="checkbox"/>
<b>8. Amount of the high bid at the sale</b>	<input type="checkbox"/>
<b>9. Name of person making the report</b>	<input type="checkbox"/>
<b>10. Date of the report</b>	<input type="checkbox"/>
<b>11. Filed within 5 days of the date of sale</b>	<input type="checkbox"/>

## Required Contents

# Final Report

G.S. 45-21.33

<b>1. Accounting of receipts and disbursements</b>	<input type="checkbox"/>
<b>2. Whether property sold in whole or parts</b>	<input type="checkbox"/>
<b>3. Whether all property sold</b>	<input type="checkbox"/>
<b>4. Whether all or part of the debt satisfied</b>	<input type="checkbox"/>
<b>5. Copy of notices of sale and resale posted</b>	<input type="checkbox"/>
<b>6. Copy of notices of sale and resale published</b>	<input type="checkbox"/>
<b>7. Affidavit of publication</b>	<input type="checkbox"/>
<b>8. Affidavit of service of notice of sale on proper parties</b>	<input type="checkbox"/>
<b>9. Affidavit of posting</b>	<input type="checkbox"/>

