

Required Contents

Notice of Sale

G.S. 45-21.16A

1. Original mortgagor	<input type="checkbox"/>
2. Record owner of the property, if different from the mortgagor	<input type="checkbox"/>
3. Recording date, book and page of the deed of trust	<input type="checkbox"/>
4. Date, hour and place of the sale	<input type="checkbox"/>
5. Description of the real property to be sold (must reasonably inform public of property to be sold)	<input type="checkbox"/>
6. Terms of sale, including amount of any required deposit	<input type="checkbox"/>
7. State whether the 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. State that an 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, state that (i) 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, and (ii) if tenant terminates the lease on 10 days' notice, tenant is responsible for prorated rent to the effective date of termination	<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

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

Required Contents

Final Report

G.S. 45-21.33

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