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January 6, 2025

The Honorable Marilyn Burgess
District Clerk, Harris County
Attn: Civil/Family Post Trial
201 Caroline, Suite 250
Houston, Texas 77002

Re: Request For: Order of Sale for Tax Suit
Cause No.: 202131026; HARRIS COUNTY, ET AL VS. KELLY CRAIG TOWNSEND

Dear Ms. Burgess:

- Please issue the enclosed Order of Sale prepared by the law firm for enforcement of the above referenced tax judgment. Please attach a copy of the District Clerk's Bill of Costs to the Order of Sale.
- Please find enclosed the unexecuted Order of Sale for the above reference tax judgment. Please back up the Constable's Fee and post it as no cost to plaintiff.
- Please find enclosed the expired Order of Sale for the above reference tax judgment. Please back up the Constable's Fee and post it as no cost to plaintiff.

Please place the executed Order of Sale in Linebarger pick-up basket.

If you have any questions, please don't hesitate to call.

Sincerely,

Emily Balderas
Post Judgment Department

Enclosure

THE STATE OF TEXAS

TO: ANY SHERIFF OR ANY CONSTABLE WITHIN THE STATE OF TEXAS, GREETING:

WHEREAS, in the suit set forth below, the Plaintiff and/or Intervenor taxing units recovered a judgment of foreclosure on delinquent taxes, penalties, interest, costs and expenses of suit and sale, in those amounts and on the date as shown and fully set forth in such judgment, a true & correct copy of which is attached hereto and incorporated by reference;

WHEREAS, the Judgment constituted a foreclosure of the lien for taxes due to the Plaintiff(s) and/or Intervenor(s) upon the property described in such Judgment;

WHEREAS, the suit on which the Judgment is based is identified as follows, such judgment also providing for the recovery of all court costs and expenses of suit as shown:

Suit No. 202131026, HARRIS COUNTY, ET AL VS. KELLY CRAIG TOWNSEND, See attached a true & correct copy of judgment signed on June 17, 2022, recorded in Volume and Page Number and/or Image No. 102605877, of the Minutes of the District Court, for the following matters: a) taxes, penalties, interest, attorney fees, abstractor's fees, attorney ad litem fees and Tax Master fee recovered by said judgment; b) description of the property foreclosed by said judgment; and c) the adjudged market value of said property as fixed in the judgment, all of which matters are incorporated herein by reference. Also see attached Bill of Costs, same being incorporated herein by reference.

THEREFORE, WITH RESPECT TO THE SUIT SHOWN ABOVE, YOU ARE HEREBY COMMANDED to proceed to seize, levy upon, and advertise for sale as under Execution the property described in said judgment and sell the same to the highest bidder (hereinafter called "Purchaser") for cash, pursuant to Sections 34.01 and 33.50 of the Texas Property Tax Code. It is further specified herein that the property may be sold to a taxing unit that is a party to the suit or to any other person, other than a person owning an interest in the property or any party to the suit that is not a taxing unit, for the adjudged value of the property as stated in the judgment or the aggregate amount of the judgments against the property, whichever is less. You are further commanded that the property may not be sold to a person owning an interest in the property or to a person who is a party to the suit other than a taxing unit unless (1) that person is the highest bidder at the tax sale, and (2) the amount bid by that person is equal to or greater than the aggregate amount of the judgments against the property, including all costs of suit and sale. You further are commanded to make such sale subject to the right of the Defendant(s) to redeem the property pursuant to Section 34.21 of the Texas Property Tax Code; and, further, you are commanded to make to the Purchaser, or to the Purchaser's designee, your Deed thereto, subject to said right of redemption. You are further commanded to place the Purchaser, or the Purchaser's designee, in possession of the property so sold in accordance with the provisions of said Judgment, attached hereto.

You are commanded to apply the proceeds of such sale to the payment of the judgment, plus the interest, penalties, costs and expenses of suit, and attorneys' fees as set out in said judgment, and the further costs of executing this Order, including your costs of sale; the remainder of the purchase price, if any there be, shall be paid to the Clerk of the District Court to be retained by said Clerk, subject to the order of said Court, in accordance with the statutes of the State of Texas.

HEREIN FAIL NOT, and make due return of this Writ within 180 days from the date of issuance hereof, with your endorsement thereon showing how you have executed the same.

ISSUED UNDER MY HAND and the seal of Office at Houston, Texas this _____ day of _____, 20____.

Issued at the request of:
Emily Balderas, PCT 5
LINEBARGER GOGGAN
BLAIR & SAMPSON,
LLP
PO Box 3064
Houston, TX 77253-3064

Marilyn Burgess, District Clerk
Harris County, Texas
By: _____, Deputy