

INSTRUCTIONS
TO
BIDDERS

[2000 AUTUMN COURT, GILLETTE, WYOMING]

- 1.) TERMS OF SALE: CASH at closing for the property in “AS IS” condition with no warranties except warranty of merchantable title. The purchase includes the following appliances and personal property on the property [Refrigerator, Stove, Dishwasher, and Microwave Oven]. The City will pay closing costs and title insurance fees. Taxes for the property will be pro-rated to the date of closing.
- 2.) DEADLINE FOR BIDS: Sealed bids shall be submitted in person no later than 5:00 P.M. on the 28th day of August, 2015 to the office of the City Clerk of the City of Gillette, 201 E. 5th St., Gillette, Wyoming 82716. No bids submitted by email, fax, or any means other than personal delivery of a bid on the approved form will be accepted.
- 3.) EXECUTION OF BIDS: Bids shall fully identify the prospective buyer. Bids shall be signed by the prospective buyer or an authorized officer or member of any entity submitting a bid. Bids shall include the address, phone numbers, email and all other relevant contact information for the bidder/ prospective buyer.
- 4.) QUALIFICATION: Each bid shall include all contact information necessary to verify the prospective buyer’s financial ability to close the sale within 30 days after August 31st, 2015 (the bid opening). This will include, at a minimum, the name of the bidder’s lender or depository and a specific contact there who is pre-authorized to fully discuss and verify the bidder’s ability to close the transaction by the closing date.
- 5.) The above described real property is offered by the City of Gillette “AS IS” and subject to reservation by the City of Gillette of all permanent easements utilities and other reservations of record. The property is being shown at public open houses at the property August

13th, 2015 from 6:00 P.M. to 9:00 P.M. and on August 14th, 2015 from 10:00 A.M. to 1:00 P.M. Please refer any questions regarding the property to Pam Boger 307-686-5246 or Doug Dumbrill, City Land Consultant, 307-686-5361.

- 6.) The Bidder is hereby notified that its bid, if accepted, becomes a binding contract at the time of acceptance by the City. The City and the Bidder shall proceed to closing within 30 days of the bid opening if the bid is accepted. The City will timely notify the bidder of acceptance of the bid. The City of Gillette does not discriminate against any prospective buyer/bidder on the basis of race, color, sex, national origin, familial status, physical or mental handicap, or religion.
- 7.) A copy of these instructions signed by the Bidder shall be attached to the bid.

THE CITY OF GILLETTE RESERVES THE RIGHT TO REJECT ALL BIDS AND, IN ITS DISCRETION, TO DETERMINE THE “RESPONSIBILITY” OF ANY BIDDER.

Delivered to Prospective Buyer

Received, Read and Accepted
Prospective Buyer

TO: _____

SIGN

PRINT NAME

BY: _____

DATE

OFFICE (if applicable)