

Harrison County Sheriff's Office

Sheriff Mark Touville

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Property Description Approval Form

Court Case No. _____

Property Address _____

Plaintiff _____

Defendant _____

Submitted By: _____

Attorney & I.D.#: _____

Attorney's Phone #: _____

Contact Person: _____

Contact Phone#: _____

The attached legal description has been reviewed by the County Auditor's Office, Tax Map Department, Property Address, Parcel Number(s) and Deed Reference Number(s) must be listed under the legal description (NO EXCEPTIONS). You may use a copy of the prior deed which will contain all of this information.

This document along with the "stamped approved" original legal description must be attached to the Order of Sale when filed with the Harrison County Clerk of Court. So you will be submitting the Order of Sale, this Property Description Approval Form and the "Black Stamped Approved" legal description.

*** Internal Use ONLY***

The following information has been reviewed and verified by the County Auditor's Office and Tax Map Department.

Disapproved for the following reason(s):

____ Legal Description does not match information as submitted

____ Parcel number does not match legal description information as submitted

____ Legal Name does not match information as submitted

____ Property address does not match information as submitted

____ Other: _____

This document information must be corrected and resubmitted for approval.