



**MONROE COUNTY TAX CLAIM BUREAU**  
One Quaker Plaza, Room 104, Stroudsburg, PA 18360  
Telephone (570) 517-3172 Email: TXClaim@monroecountypa.gov

**TAX LIEN CERTIFICATE REQUEST FORM**

PROPERTY OWNER NAME: \_\_\_\_\_

PROPERTY OWNER ADDRESS  
**(MAILING ADDRESS)** \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_

PARCEL NUMBER \_\_\_\_\_

MUNICIPALITY \_\_\_\_\_  
(Township/Borough)

PLEASE INDICATE  
PAYOFF DATE \_\_\_\_\_

INFORMATION REQUESTED BY \_\_\_\_\_  
(Company Name)

PHONE NUMBER \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

***Lien certificates cannot be faxed or e-mailed due to a raised seal.***

*Lien certificate fee is \$5.00 per parcel and must accompany the request.*

***Each parcel number requires a separate request form.***

*Please make Cashier's Check or Money Order payable to the  
"Monroe County Tax Claim Bureau" and mail to:*

*Monroe County Tax Claim Bureau  
One Quaker Plaza, Room 104  
Stroudsburg, PA 18360*

*Requests for certificates will not be processed without payment.*

**A SELF-ADDRESSED STAMPED ENVELOPE MUST BE PROVIDED OR YOUR  
REQUEST WILL NOT BE PROCESSED.**

*This Lien Certification is given to you based on information provided by you. The Tax Claim Bureau attempts to verify the information provided and is not responsible for any errors due to incorrect information given to the Tax Claim Bureau or inaccurate assessment information.*