



Guide to Purchasing

1. Identify a Land Bank property of interest
2. Review the [North East Pennsylvania Land Bank Authority's Acquisition and Disposition Policy](#)
3. If you meet the criteria, and are an individual, fill out the [Application for Individual Purchasers](#) and return with \$100 non-refundable application fee to: North East Land Bank Authority 35 Broad Street, Suite 202 Pittston, PA 18640

-OR-

If you meet the criteria, and are a company or LLC, fill out the [Application for Interested Parties](#) and return with \$100 non-refundable application fee to: North East Land Bank Authority 35 Broad Street, Suite 202, Pittston, PA 18640.

4. The application will be reviewed by the Executive Director to ensure the applicant meets the qualifications necessary, their proposal aligns with the mission of the Land Bank, and the application is complete.
5. Applications that meet all the requirements are recommended by the Executive Director to the North East Land Bank Authority Board at their next quarterly meeting.
6. The North East Land Bank Authority Board will approve or deny the application.
7. If approved, the Executive Director will work with the applicant to move the sale forward as outlined in the [Acquisition and Disposition Policy](#).