STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE

INDIANA GOVERNMENT CENTER NORTH
100 NORTH SENATE AVENUE N1058(B)
INDIANAPOLIS, IN 46204
PHONE (317) 232-3777
FAX (317) 232-8779

TO: County Assessors and Sales Disclosure Vendors

FROM: Eric J. Bussis, Director of Data Analysis

RE: Future of Sales Disclosure Reporting

DATE: September 4, 2012

The Department of Local Government Finance ("Department") is currently implementing changes to the submission of sales disclosure data. As outlined in the memos issued February 9, 2012 and June 15, 2012, the Gateway Sales Disclosure Form Reporting ("Gateway SDF") will replace the current reporting process for all counties, including those that wish to continue using the vendor and upload option.

The Department is pleased to launch the Gateway SDF. The new application can be found at the following link: http://gatewaysdf.ifionline.org.

At this time, the Department will not be closing the current state-provided SDF application for single filers, currently found at https://www.stats.indiana.edu/sdf/r2. Filers using the current state-provided SDF application may continue to use this application until November 1, 2012. Both applications will be available for single filers over the upcoming two months to facilitate the transition.

For counties that use a vendor and need to upload files, the upload is now available. For these counties, the Department plans to reinstitute the bi-weekly uploads required under 50 IAC 26 beginning November 1. Before November 1, counties will need to submit sales data to for all data since the last submission, which included sales up to February 29, 2012.

More information on the training schedule and user training materials will be forthcoming. If you have any questions about the project or suggested improvements for Gateway SDF, please contact Director of Data Analysis Eric Bussis at erbussis@dlgf.in.gov. If you encounter an error or need help with the application, please contact the Gateway SDF support team at GatewaySDF@dlgf.in.gov.