

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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

TO: Assessing Officials and County Clerks

FROM: Mary Jane Michalak, Chief of Staff *UmyM*

DATE: November 17, 2009

SUBJECT: Level II Candidacy Requirements for Assessors for 2010 Election

This memorandum outlines the State law regarding candidacy requirements for Assessors in the 2010 election and training courses available to potential candidates.

According to IC 3-8-1-23, in addition to other requirements, candidates for the office of county assessor for the 2010 election must have a Level II assessor-appraiser certification from the Department of Local Government Finance ("Department"). The certification must be received by the time a potential candidate files to run in the election. As such, the Department will make available a list of Level II assessor-appraisers on our Web site at www.in.gov/dlgf/7187.htm. This list will be updated upon completion of each Level II course between now and the filing deadline.

Additionally, per IC 3-8-1-23.6, a person who runs for office of township assessor must have attained their Level II assessor-appraiser certification **before** taking office. There are currently thirteen (13) township assessors. A map of the township assessors is available on our Web site at www.in.gov/dlgf/files/TownshipReferendaResults.pdf

According to the Indiana Secretary of State's office, an individual may file for candidacy between Wednesday, January 20, 2010 and noon on Friday, February 19, 2010.
www.in.gov/sos/elections/files/2010_Calendar_Brochure.pdf

The Department will be holding both Level I and Level II training classes before this deadline.

The current class schedule is as follows:

2010 Level I schedule

January 25 – January 29, 2010 Indianapolis

Level II schedule

December 7 – 11, 2009 Indianapolis

February 8-12, 2010 Indianapolis

More information about the Level I and Level II classes is available at www.in.gov/dlgf/7533.htm or by contacting Assistant Assessment Director Carol Johns at 317.234.6342 or cjohns@dlgf.in.gov or Administrative Assistant Donna Bratcher at 317.233.0166 or dbratcher@dlgf.in.gov.