

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: County Assessors and County Auditors
FROM: Timothy J. Rushenberg, Commissioner *TJR 12/11/09*
RE: Notice of Change of Ownership of Exempt Property Form now available
DATE: December 11, 2009

On July 20, 2009, the Department of Local Government Finance issued a memorandum regarding the non-Code provisions and changes to the Indiana Code with respect to property tax exemptions passed by the Indiana legislature during the 2009 special session (see [http://www.in.gov/dlgf/files/090720 - Rushenberg Memo - HEA 1001\(ss\) Guidance - Exemptions.pdf](http://www.in.gov/dlgf/files/090720_-_Rushenberg_Memo_-_HEA_1001(ss)_Guidance_-_Exemptions.pdf) for a copy of the memo). The Department has created a form for use if there is a change in ownership of exempt property. ("Notice of Change of Ownership of Exempt Property" – State Form 54173.) The form may be accessed online at <http://www.in.gov/icpr/webfile/formsdiv/index.html>.

The "Notice of Change of Ownership of Exempt Property" form is to be filed with the county assessor where the property is located. A change in the ownership of exempt property under Indiana law will not necessarily result in the loss of exemption if the property continues to meet the exemption requirements under IC 6-1.1-10-16 or IC 6-1.1-10-21.

As indicated in the July 20, 2009 memorandum, the county assessor may suspend an exemption if the county assessor discovers the title to the property has changed and the county assessor has not received an affidavit (i.e. the "Notice of Change of Ownership of Exempt Property" form) identifying the new owners and indicating that the property continues to meet the requirements of the exemption. To suspend the exemption, the county assessor must notify the person entitled to the tax bill of the change in title that an affidavit, signed under penalties of perjury, is required. When an affidavit is presented, the county assessor must reinstate the exemption for each year that the property met or continues to meet the requirements.

If you have any additional questions, please contact Staff Attorney, Cathy Wolter at cwolter@dlgf.in.gov or Assessment Director, Barry Wood, at bwood@dlgf.in.gov.