STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE

INDIANA GOVERNMENT CENTER NORTH
100 NORTH SENATE AVENUE N1058
INDIANAPOLIS, IN 46204
PHONE (317) 232-3761
FAX (317) 232-8779

LOCAL UNIT BUDGET INFORMATION FOR REVIEW PURPOSES

***Please file this completed form and the requested information with your Hearing Officer before or at your annual budget hearing.**

UNIT NAME: _____ COUNTY: _____
CONTACT PERSON: _____ TITLE: _____
TELEPHONE: _____ EMAIL: _____
MAILING ADDRESS: _____
_____
_____

I. Excessive levy appeals must be filed directly with the Indianapolis Department of Local Government Finance office as well as filing one copy with the Auditor.

( ) Volunteer Fire
( ) Fire Contract with a Municipality
( ) Increase in pension payments and contributions
( ) Public Transportation
( ) Annexation, Consolidation or other extensions of governmental services to additional geographic areas.
( ) Correction of any advertising errors, mathematical errors or errors in data.
( ) Shortfall due to erroneous assessed valuation
( ) Operation of a new jail or juvenile detention facility
( ) Cost of Courts
( ) Township Poor Relief
( ) Three-year growth factor
( ) Voting machines systems
( )

II. Forms

( ) Prescribed budget forms (1, 2, 3, 4, 4B, 5)
( ) Line 2 Worksheet (w/copies of reduction resolutions if applicable)
( ) Debt Service Worksheet w/Amortization Schedules & Lease Rental Amount & Affidavits

III. Additional information required

( ) Fund and Appropriation Ledgers (Computer printouts are acceptable) Ledgers must be posted and balanced through June 30, 2004. If you attended the July-August hands-on session, the fund and appropriation ledger information is not needed, unless there have been changes.
( ) Investments as of June 30, 2004 (If not included in cash)
( ) Copies of orders for any new Cumulative Funds established
( ) Copies of orders for any new debt
( ) Proofs of Publication – Budget advertisement
( ) Proofs of Publication – Tax rate chart (Co. Auditor only)
( ) Certificate of Miscellaneous Revenues with updated revenue form 2 if applicable
( ) Certificate of Net Assessed Valuations (Auditor only)
( ) Form PR7, if not submitted to State Bd. Accounts (Townships only)
( ) Investment information

Was a levy excess fund set up prior to July 1 of the current year? Y N N/A
Do you anticipate transferring money to a rainy day fund? Y N
Do you request a specific tax rate? Y N If applicable, include a copy of the resolution.
Please indicate any additional comments or concerns on the backside of this form.