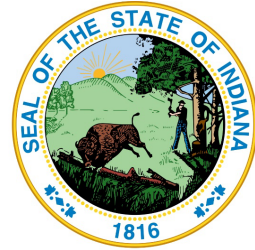


# Elise M. Nieshalla, Indiana State Comptroller

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Indianapolis, IN 46204

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## MEMORANDUM

TO: County Auditors

FROM: Jane Cope, Settlement Specialist

DATE: May 12, 2026

SUBJECT: Spring Settlement Forms, Submission & Review 2026

Spring settlement remittances are due to the Office of Indiana State Comptroller by **Tuesday, June 30**. Please refer to the following guidance to prepare for the review and submission process of settlement.

### **Forms and Submission**

The Comptroller's Office has released the 2026 spring settlement forms [here](#). Please submit completed forms to our office via email to [LocalGovernment@comptroller.in.gov](mailto:LocalGovernment@comptroller.in.gov).

### **Review and Preapproval**

The Comptroller's review of your settlement is structured around the [June and December Settlement Checklist](#). Local offices are strongly encouraged to complete the checklist and make any necessary corrections prior to submitting the forms. Once all settlement forms have been emailed to the Comptroller, you will receive an email notification within one business day stating that your settlement has been received.

The Comptroller may reach out during the review period with questions regarding your settlement. Once the review is complete, the Comptroller will send a pre-approval email, at which point you may distribute settlement funds to all taxing units within your county. You do not have to wait for **final approval** to distribute settlement funds.

### **Final Approval**

In addition to the local distribution of taxes collected, there are several remittances that must be made to the State via the Comptroller to complete the settlement cycle. To receive final approval of settlement, the following remittances must be provided:

- Excise Tax due to the State as reported on the Excise Allocation Worksheet
- Section C: Fines and Fees reported on the Settlement Form 105
- Fines and Forfeitures are due May 1
- One-half of the total annual Judges' Supplemental Payments are due May 1

The State portion of Excise and Section C must be remitted before **June 30, 2026**. We are at your service. For questions, please call Jane Cope at 317-233-1712 or email [LocalGovernment@comptroller.in.gov](mailto:LocalGovernment@comptroller.in.gov).