

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: County Auditors

FROM: Fred Van Dorp, Budget Director

DATE: February 22, 2022

**SUBJECT: Submission of Annexation Information
(Ind. Code § 36-4-3-19 and Ind. Code § 36-4-3-22)**

Sections 83 and 84 of House Enrolled Act (“HEA”) 1271-2021, effective July 1, 2021, amended the reporting requirement for county auditors as it relates to annexation or disannexation ordinances filed with the county. The Department of Local Government Finance (“Department”) issues this memorandum as an informative bulletin and is not a substitute for reading the law.

Per Ind. Code § 36-4-3-19(b) and Ind. Code § 36-4-3-22(a), respectively, the clerk of the municipality is tasked with filing an ordinance on an annexation or disannexation with the county auditor, circuit court clerk, and board of registration of each county in which the annexed territory is located, secretary of state’s office, and the office of census data. The county auditor shall forward a copy of any annexation ordinance filed by the clerk to the Department no later than August 1. This is in addition to the county auditor forwarding the ordinance to the offices identified in Ind. Code § 36-4-3-19(c)(1) through (7) or Ind. Code § 36-4-3-22(d)(1) through (7), whichever applies, which is unaffected by the enactment of HEA 1271-2021.

Please note that this is not a request for the assessed values associated with the annexation. The assessed values will be collected in the Annexation Report (State Form 56707) along with the certified net assessed values. This new request is for the actual ordinance filed by the clerk.

The Department is requesting that each county auditor **no later than August 1** either:

1. Submit all annexation ordinances filed between the dates of January 2, 2021, and January 1, 2022, or
2. Confirm that there were no annexations filed with the county from January 2, 2021, and January 1, 2022.

To submit ordinances to the Department or any questions about the memo, please contact your [Budget Field Representative](#).