

# STATE OF INDIANA

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## MEMORANDUM

**TO:** County Assessors, County Commissioners, and Professional Appraiser Contractors

**FROM:** Timothy J. Rushenberg, Commissioner

TJR 7/23/09

**SUBJECT:** Reassessment Contract Addendum

**DATE:** July 23, 2009

This memorandum is to advise all counties and professional appraiser contractors about the addendum the Department of Local Government Finance ("Department") believes is required for all reassessment contracts between counties and professional appraiser contractors for reassessment contracts entered into prior to the Indiana Legislature passing and the Governor signing into law House Enrolled Act 1001(ss)-2009.

Attached to this memorandum is a form of addendum for the reassessment contract. This Model Form of Amendment has been reviewed by a few county assessors, county attorneys, and professional appraiser contractors, but **it is not intended to fully satisfy all issues that may arise between counties and their contractors**. Rather, the Model Form of Amendment is offered as a starting point in the review of the issues that should be covered with an amendment. Counties and contractors should consult on the issues each feels needs to be addressed, and agree on a final document.

The amendment will need to be executed in the same manner as the reassessment contract, with the board of county commissioners, county assessor, and contractor executing the amendment, and then submitting the amendment to the Department for the Commissioner's execution.

Please contact Charles V. Traylor, staff attorney, at (317) 233-2709 or [ctraylor@dlgf.in.gov](mailto:ctraylor@dlgf.in.gov) with any questions you may have.