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# STATE OF INDIANA

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DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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TO: County Assessors, Auditors, and Vendors

FROM: Jeffrey A. Volz, Director of Data Analysis *JAV 12/30/09*

SUBJECT: 2010 Data Submission Calendar

DATE: December 30, 2009

On-time property tax bills are a top priority for the Department of Local Government Finance ("Department"). To reach this goal, assessors and auditors should keep in mind key dates for 2010. The attached data submissions calendar notes these dates that affect deadlines for both 2009-pay-2010 and 2010-pay-2011 data submissions.

If you have any questions about this timeline, please contact your designated Data Analysis representative or David Schwab, Assistant Director of Data Analysis, at 317-234-5861 or by e-mail at [dschwab@dlgf.in.gov](mailto:dschwab@dlgf.in.gov).

## 2010 Data Submission Dates

**Dates may change by action of the 2010 General Assembly. Some dates occurring on a Saturday, Sunday, or Legal Holidays are effective on the next business day.**

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|--------------|--|
| February 28  | Deadline for submission of Auditors' tax billing data (TAXDATA and ADJMENTS files) for 2009-pay-2010 taxes. IC 36-2-9-20.  |
| February 28  | Deadline for submission of Assessor's annually assessed mobile home file (MOBILE, APPEALMH) for calendar year 2010 (affects 2010-pay-2010 tax year).                                     |
| February 28  | Deadline for submission of indebtedness information; listing for each local taxing unit of any outstanding bonds, leases, or other loans. IC 5-1-18-9.                                   |
| March 1      | Deadline for submission of Assessors' sales disclosure data (SALEDISC) for calendar year 2009 sales (affects 2010-pay-2011 tax year). IC 6-1.1-5.5-3; 50 IAC 21-9-1(a).                  |
| September 30 | Deadline for submission of Assessors' real property data (PARCEL, LAND, IMPROVE, DWELLING, BUILDING, BLDDTL, APPEAL) for the 2010-pay-2011 tax year. IC 6-1.1-4-25(b); 50 IAC 21-9-1(b). |
| September 30 | Deadline for submission of Assessors' personal property data (PERSPROP, POOLDATA, APPEALPP, OILGAS) for the 2010-pay-2011 tax year. IC 6-1.1-4-25(b); 50 IAC 21-9-1(b).                  |
| October 31   | Deadline for Assessors to submit their Form 15 report to the Department for the 2010-pay-2011 tax year. IC 6-1.1-3-18.   |