REQUEST FOR ELECTRONIC TRANSMISSION OF STATEMENTS AND OTHER INFORMATION

State Form 55042 (7-12)
Prescribed by the Department of Local Government Finance

INSTRUCTIONS: See reverse side for instructions

Pursuant to IC 6-1.1-22-8.1(h), I (we), _____ , ☐ request ☐ no longer request *(check one)* that the county auditor and county treasurer transmit to me (us) by electronic mail ("e-mail") a secure Internet link to the following information:

(1) any tax statement that would otherwise be sent by the county treasurer by regular mail under IC 6-1.1-22-8.1(a)(1), including any tax statement that reflects installment payment due dates under IC 6-1.1-22-9.5 or 9.7;

(2) any provisional tax statement that would otherwise be sent by the county treasurer by regular mail under IC 6-1.1-22.5-6;

(3) any reconciling tax statement that would otherwise be sent by the county treasurer by regular mail under IC 6-1.1-22-9 or 9.7 or IC 6-1.1-22.5-12, including any statement that reflects installment payment due dates under IC 6-1.1-22.5-18.5; and

(4) any other information that concerns property taxes or special assessments and would otherwise be sent by the county treasurer or the county auditor by regular mail before the last date the property taxes or special assessments may be paid without becoming delinquent.

I (we) designate the following e-mail address to be used to transmit the statements and other information referred to above: _____ *(Check this box if you are updating the e-mail address on file: ☐.)*

I (we) understand that for property with respect to which more than one (1) person is liable for property taxes and special assessments, this request is valid only if all the persons liable for property taxes and special assessments designate the e-mail address for only one (1) individual authorized to receive the statements and other information referred to above. For property with respect to which more than one (1) person is liable for property taxes and special assessments or for a person other than an individual, such as a business, I (we) designate the e-mail address above for only one (1) individual authorized to receive the statements and other information referred to above. I (we) also understand that this form remains in effect until I (we) file a replacement form to change the designated e-mail address or terminate this request.

Owner of e-mail address	Date *(month, day, year)*
Address of property *(number and street, city, state, and ZIP code)*	

I (we) hereby certify the above statements are true, correct, and complete.

Signature(s) of person(s) liable for property taxes and special assessments on above property	Printed name of person(s) liable for property taxes and special assessments on above property

INSTRUCTIONS

In counties that have adopted an ordinance authorizing electronic transmission of statements and other information pursuant to IC 6-1.1-22-8.1(h), taxpayers may request the electronic transmission of statements and other information that would otherwise be sent by mail by completing this form and returning it to the county auditor or treasurer at least thirty (30) days before the anticipated general mailing date of a statement or other information.

This form must be signed by all persons liable for property taxes and special assessments on the property that is the subject of this form. All of the persons listed as owners on a deed or as contract buyers in a mortgage or other contract are liable for property taxes and special assessments on that property. If the person requesting the e-mail option is a business (such as an LLC or partnership) or a trust, this form may be signed by an individual authorized by law to sign legal documents on behalf of the entity.

The county treasurer and county auditor must make this form available to the public, transmit a statement or other information by e-mail to a person who, at least thirty (30) days before the anticipated general mailing date of the statement or other information, files this form with the county treasurer or county auditor, and publicize the availability of the e-mail option through appropriate media in a manner reasonably designed to reach members of the public. The county treasurer must maintain a record that shows at least the following:

(1) each person to whom a statement or other information is transmitted by e-mail;
(2) the information included in the statement; and
(3) whether the county treasurer received a notice that the person's e-mail was undeliverable.

Because this form is signed under penalties of perjury, a county treasurer or county auditor may rely in good faith upon the representations made by the claimant(s). However, neither the county treasurer nor the county auditor is prohibited from comparing any signature(s) or name(s) on this form to those appearing in a deed, mortgage, or similar document pertaining to the corresponding property.

This form is considered filed with the county treasurer or the county auditor on the postmark date or on the date it is electronically submitted. If the postmark is missing or illegible, the postmark is considered to be one (1) day before the date of receipt of the form by the county treasurer or the county auditor.

This form may be used to exercise or terminate the e-mail option or update an e-mail address.

This form may be submitted in person, by mail, or in an online format developed by the county and approved by the Department of Local government Finance.