

Hendricks County Assessor's Office

355 S. Washington St. Box 201
Danville, Indiana 46122
Phone: (317) 745-9207
Fax: (317) 745-9411
Email: assessordept@co.hendricks.in.us
www.co.hendricks.in.us

May 1, 2018

Dear Property Owner/ Tax Representative,

This letter is to notify you of the requirements when filing a Form 130 or a Petitioner's Letter requesting a Preliminary Conference for Hendricks County.

Any Form 130 or request for Preliminary Conference, which does not adhere to the following requirements, will be logged and filed as defective. A Form 138 will be returned to you indicating the information from the filing that is inadequate. If the correction is made to the filing and returned to our office within the time period required, then the appeal status will be changed to active. If we do not receive the corrections within the time period required, the appeal will be denied.

The Form 130 must be used and Section I, II, and III are to be filled out completely. Please note that special attention will be given to Section II. Be sure to indicate what you feel the assessed value should be and reasons for requesting a change to the current assessed value. If appropriate, a signed Power of Attorney will be required as well as any additional supporting documents. If you are citing income and expense, then the most current income and expense information must be provided.

In addition, a Petitioner's Letter may be sent as the request for Preliminary Conference; however, all information on the Form 130 must appear as part of the Petitioner's Letter. This information includes but is not limited to; what you believe the assessed value should be, the reasons for the requested change of assessed value, a signed Power of Attorney, and all supporting documents.

Hendricks County will no longer accept multiple filings as a single request for preliminary review. Each parcel number must have a separate filing, either a Form 130 or Petitioner Letter, because each parcel is assigned a unique appeal number.

Sincerely,



Larry R. Scott
Hendricks County Assessor