

HUNTINGTON COUNTY COURTHOUSE
OFFICES OF THE:
ASSESSOR, AUDITOR, RECORDER, & TREASURER

**201 N. Jefferson Street
Huntington, IN 46750**

March 19, 2020

The elected officials, office holders, and department heads of Huntington County are committed to serving the public and providing a safe workplace environment for our employees. The County Assessor, Auditor, Recorder, & Treasurer are still conducting county business; however, our office doors are currently closed to the public. Due to the recent pandemic of the COVID-19 virus/Coronavirus it is necessary to implement changes in operational policies and practices that continue service, while protecting our employees and the public. Our offices have worked together to create a plan that will give the public alternative ways to complete business transactions without the necessity of entering the Courthouse.

A large part of business conducted by these offices can be handled over the phone, by mail, or by e-mail; therefore, we are providing a list of options for processing common transactions:

PROPERTY TAX PAYMENTS:

Property tax payments can be made at local participating banks, by mail, or online.

MAIL: Payments can be mailed to the Huntington County Treasurer, 201 N. Jefferson Street, Room 104, Huntington, IN 46750. Payments must be postmarked by May 11, 2020, to be considered on time. * PLEASE NOTE: If you would like to have a receipt mailed to you, then you must enclose a self-addressed, stamped envelope.

ELECTRONICALLY: Payments can be made online with a credit card, debit card, or e-check by visiting <https://billpay.forte.net/huntingtoncointax/> or by calling 1-877-690-3729 jurisdiction code 2421. Additional fees will apply.

PROPERTY TAX CLEARANCE SCHEDULE FORM 1 FOR ALCOHOL PERMITS:

Forms are available at the Treasurer's website by visiting <https://www.huntington.in.us/county/department/index.php?structureid=41>, and can be mailed to the Huntington County Treasurer, 201 N. Jefferson Street, Room 104, Huntington, IN 46750.

* PLEASE NOTE: You must enclose a self-addressed, stamped envelope, for this document to be returned to you.

ASSESSMENT APPEALS:

Assessment Appeals can be e-mailed to: terri.boone@huntington.in.us or julie.newsome@huntington.in.us; or mailed to the Huntington County Assessor, 201 N. Jefferson Street, Room 102, Huntington, IN 46750.

PERSONAL PROPERTY ASSESSMENTS:

Information regarding Personal Property Assessments is available by visiting the following website: <https://www.huntington.in.us/county/department/division.php?structureid=76>. Forms are due May 15th, and can be e-mailed to zena.fishbaugh@huntington.in.us or jill.zorger@huntington.in.us; or mailed to the Huntington County Assessor, 201 N. Jefferson Street, Room 102, Huntington, IN 46750.

DEEDS & SALES DISCLOSURES:

Deeds and Sales Disclosures can be e-filed or mailed to the Huntington County Assessor, 201 N. Jefferson Street, Room 102, Huntington, IN 46750. These documents can be processed internally by the Assessor's Office, Auditor's Office, and Recorder's Office.

If mailing, you will need to include a check payable to the Huntington County Auditor for the transfer fee (per parcel TAX ID/Parcel Number) and Sales Disclosure (if applicable); and a check payable to the Huntington County Recorder for recording fees. Please call the respective offices (phone numbers provided below), prior to mailing to obtain the amount due for your transactions.

Also, please include a contact name and number in case any questions arise; AND a self-addressed stamped envelope for us to return your documents to you.

For questions regarding these transactions or for general information you can e-mail molly.burris@huntington.in.us.

EXEMPTIONS/DEDUCTIONS:

Forms for Homestead and Mortgage Deductions can be found on the Auditor's page of the Huntington County website by visiting <https://www.huntington.in.us/county/departments/index.php?structureid=12>, or by e-mailing cheryl.baldridge@huntington.in.us.

These forms can be printed, completed, signed, and submitted by mail to the Huntington County Auditor, 201 N. Jefferson Street, Room 103, Huntington, IN 46750; or by e-mailing to cheryl.baldridge@huntington.in.us.

TAX SALE REDEMPTIONS:

Tax Sale Redemptions can be processed by appointment. Please call the Auditor's Office to make arrangements.

This list does not include instructions for all services provided by our offices. If you have any questions about these or any other services, please do not hesitate to call our offices!


Assessor	260-358-4800
Auditor	260-358-4804
Recorder	260-358-4848
Treasurer	260-358-4860

We hope these policies are temporary, and we are optimistic that we can resume normal operations in the near future.

Thank you for your cooperation and understanding!

Sincerely,


Terri Boone
Huntington County Assessor


Vicki Pearson
Huntington County Recorder


Jill Landrum
Huntington County Auditor


Paula Farley
Huntington County Treasurer