

Ohio County, Indiana Administration and Application Process for Restricted Addresses Pursuant to I.C. 36-1-8.5 et. seq.

“**County Assessor**” means the Ohio County Assessor or any employee in the Assessor’s office given authority to administer this article.

Covered Person is defined in IC 36-1-8.5 et. seq.

The County Assessor shall be responsible for the administration of IC 36-1-8.5 et. seq. in Ohio County as it relates to the application process and the **County’s Public Property Search Web Site**.

Any county office or department receiving a written or otherwise request shall refer the **Covered Person** to the County Assessor’s office. The **Covered Person** shall file a **Written Request *in person*** to the County Assessor’s Office using the approved **Ohio County, Indiana Request to Restrict Home Address** form. The County Assessor’s Office shall process the request and update the property data in the **County’s Public Property Search Web Site** to restrict access.

The County Assessor will flag such property in their CAMA system as “Confidential” and notify other departments of the restriction.

The **Covered Person** who

- (a) Moves and need to change their home address; or
- (b) Change their name; must submit a new **Written Request** to the Assessor’s Office.

The **Covered Person** who wishes to revoke restricted access after it is established **must appear *in person*** at the County Assessor’s Office and signify such and sign and date the original application which will be maintained in the Ohio County Assessor’s Office.

There shall be **NO FEE** for administration of forms filed by **Covered Persons**.

The County shall notify all eligible **Covered Persons** by the follow measures:

- (a) Email notification to the County Elected Officials, Circuit Court Judge, and the highest ranking official in the municipal law enforcement agency.
- (b) Link to the code and information on where to obtain the form on Ohio County/Assessor public website.

Information submitted to the Ohio County Assessor by a **Covered Person** is confidential under IC 5-14-3-4(a).