



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

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MEMORANDUM

TO: All County Officials
FROM: Kathleen D. Baxter 
State Comptroller
DATE: September 14, 2021
SUBJECT: DEADLINE for County Claims

November 5, 2021 is the deadline to submit county claims for reimbursement of expenses incurred October 1, 2020 through September 30, 2021. This notice is issued pursuant to Act 2010-693 (Code of Alabama, Section 41-9-65), which governs the reimbursement of county claims against the State of Alabama.

Questions regarding submitting claims for the end of the fiscal year should be directed to the following:

Election Expense and Board of Registrars:

Kim Butterbaugh Kimberly.Butterbaugh@comptroller.alabama.gov (334) 242-7073 or

Randy Head Randy.Head@comptroller.alabama.gov (334) 353-9275

Sheriff Feed Bills and Extraditions

Sheriffs@comptroller.alabama.gov

Mental Commitments

MentalCommitments@comptroller.alabama.gov

It is imperative that the requests for reimbursements be submitted as early as possible to ensure that the Comptroller's staff has the time needed to audit, request additional information and process for payment. The end of the 13th accounting period is November 30, 2021 and all payments must be made by that deadline.

KDB/rh