



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

100 North Union Street, Suite 220
Montgomery, Alabama 36130-2602
Telephone (334) 242-7063 Fax (334) 353-0442
www.comptroller.alabama.gov



Kay Ivey
Governor


Bill Poole
Finance Director

Kathleen D. Baxter, PhD, CGFM, CPM
State Comptroller

Michael G. Hudson, CGFM
Deputy State Comptroller

MEMORANDUM

TO: All County Officials

FROM: Kathleen D. Baxter 
State Comptroller

DATE: September 12, 2023

SUBJECT: DEADLINE for County Claims

November 3, 2023 is the deadline to submit county claims for reimbursement of expenses incurred October 1, 2022 through September 30, 2023. 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 Expenses and Board of Registrars:

Registrars-Elections@comptroller.alabama.gov

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, 2023, and all payments must be made by that deadline.

KDB/rch