

July, 2009

Dear Taxpayer:

Enclosed please find your 2009 summer tax bill. Your taxes are due **in our office** by Monday **SEPTEMBER 14, 2009**. Interest of 1% will be assessed each month on all unpaid taxes on September 15th. Below are answers to your frequently asked questions.

When can I pay my taxes? You may pay your taxes in person in our office weekdays from 8:30 am to 5:00 PM. Our office is closed for holidays on Friday July 3 and Monday September 7th. For an afterhour's payment, please use the drop box located just outside the main upper-level doors. Payments deposited in the drop box are considered paid on the following business day. **I strongly recommend payment by check or certified funds in lieu of cash.**

When **mailing your payments** always remember postmarks are not considered your payment date. Please **mail your payments early** I recommend 7 – 10 business days. A return envelope is provided for mail payments. If you wish a stamped receipt, send the entire bill along with your check and a self-addressed stamped envelope.

Can I pay by credit/debit card? Yes these payments are accepted until the due date of September 14, 2009. Call **1-800 2PAY TAX (1-800-272-9829)** or log onto **www.officialpayments.com**. At the first prompt, enter jurisdiction **code #3229** and follow the remaining prompts. A service fee of approximately 3% will be charged to your account.

Why did I get a bill my mortgage company pays my taxes? If your taxes are paid in escrow your bill will contain a code behind the "mort code" line on the payment stub and your tax information was sent to them for payment. If it does not, please send a copy of your bill to your mortgage company.

I no longer own this property, why am I getting a bill? Please forward it to the new owner or send it back to us with the new owner's name and address on it.

Have a safe and enjoyable Michigan summer.

Sincerely,

Laurie J. Lemke
Treasurer