

Instructions for Applicant Requesting Consideration for a Poverty Exemption

1. Applicants must obtain the proper applications from the Township Supervisor or Assessor. Handicapped or infirmed applicants may call the Township Supervisor to make necessary arrangements for assistance.
2. Applicants will not be eligible for consideration if they do not meet the Federal Poverty Guidelines.
3. Applicants must be owners of the property and reside therein
 - a. Must produce a driver's license or other acceptable method of identification.
 - b. Must produce a deed, land contract or other evidence of ownership if Assessor requests it.
4. Applicants must fill out the application form in its entirety and return it, in person, to the Township Board of Review at 10925 S. Merrill Rd. Brant, MI except as noted in Item 1 above.
 - a. Application must not be signed until it is returned.
 - b. Application must be witnessed by the Assessing Officer or Board of Review member.
5. All applicants must submit last year's copies of the following:
 - a. Federal Income Tax Return- 1040 or 1040A
 - b. State Income Tax Return-MI-1040
 - c. Homestead Property Tax Claim-MI-1040CR
6. Applications may be reviewed by the Board of Review without the applicant being present. However, the Board may request that an applicant be physically present to respond to any questions the Board or Assessor may have. This means that you may be called to appear on short notice.
7. You may have to answer questions regarding your financial affairs, your health or the status of people living in your home before the Board at a meeting which is open to and will be attended by the public.
8. Applicants appearing before the Board will be administered an oath as follows:

"Do you _____ swear and affirm that the evidence and testimony you will give in your own behalf before the Board of Review is the truth, the whole truth, and nothing but the truth, so help you"

Applicant responds, " I do" or " I will"

9. The Supervisor/Assessor must agree to the Board's decision in regards to the deposition of all individual poverty claims or the decision is null and void.
10. Applicants will be evaluated based on:
 - a. Data submitted to the Board by the petitioner.
 - b. Testimony taken from petitioner and information gathered from any source the Board may wish to use.
11. The Board will also consider all revenue and non-revenue producing assets owned by the petitioner in its deliberations as to whether relief should be granted.
12. The Board may grant property tax relief based on poverty annually.
13. A successful applicant may be subject to personal investigation by the Township. This would be done to verify information submitted or statements made to the Assessor or Board of Review in regard to their poverty tax exemption claim.
14. The Assessor may tape record and will keep minutes of all proceedings before the Board of Review and all meetings must be held in the township hall.

Deliver your application to:

Marion Township Board of Review
10925 S. Merrill Rd.
Brant, MI 48614

or

Ray Sholtz, Supervisor
20511 Marion Road
Brant, MI 48614

If you need help or have any questions, please call (989)585-3043.