

Dear Billings Township Property Owners,

The Billings Township Assessing Department is charged with ensuring that all property within the jurisdiction is assessed fairly and equitably. In order to do so, physical, exterior inspections of parcels will be performed this year.

The physical inspection of a parcel is designed to be a simple verification of the existing data that we already have on record for your property. Inspection of building permits are also performed to update our data. During the inspection, the field appraiser measures the exterior of each structure on your property, records the information, and takes an updated photograph. If you are present at the time of the inspection, the appraiser will ask you a few simple questions regarding your property, such as: Do you know in which year your house was built? How many bathrooms do you have? What kind of heating system do you utilize? The answers to these basic questions reveal which other properties in the Township are comparable to your own for the purpose of constitutionally required sales studies.

The personnel that visits each property will typically be a team of two people with one person being a Michigan Certified Assessing Officer. Our personnel will have photo identification and their vehicle will be marked as "Billings Township Assessor". At no point will any member of our team ask to enter your home or other buildings on your property.

We are looking forward to working with the property owners of our community. If you would like to learn more about the assessment process, please feel free to contact our office, preferably by email, or in person on Tuesday's and Thursday's from 9:00am – 12:00pm.

Sincerely,

Mike and Jamie Houserman  
Billings Township Assessors  
assessor@billingstownship.org