

PICKFORD TOWNSHIP
Assessment Records Access Policy

**ASSESSOR CONTACT INFORMATION & POLICY REGARDING
ACCESS TO ASSESSMENT RECORDS**

Assessors: Katie VanEenenaam-Carpenter, MAAO R-9121

Home Office Phone Number: 906-484-2833

E-Mail: pickfordtownshipassessor@gmail.com

Mailing Address: Pickford Township Assessor
P.O. Box 456
Pickford, MI 49774

Response Time: The assessor will respond to requests for information within 7 business days.

Office Hours: The assessor is in and out of the office on a regular basis but does not hold specific office hours. Appointments can be scheduled for a specific time to meet in person.

Questions/Disputes: Throughout the year and upon receipt of the annual Notice of Assessment, Taxable Valuation, and Property Classification, taxpayers with questions or concerns are encouraged to contact the assessor. The assessor will make reasonable efforts to hear taxpayer concerns, gather additional information if needed, take appropriate action in response, and convey the outcome to the taxpayer.

Inspection/Copy Requests: Requests to inspect and/or copy assessment records will be accepted and responded to in accordance with the Pickford Township Public Inspection of Records Policy.

Records Location: Assessing records are officially retained at the Pickford Township Hall located at 155 Main Street Pickford, MI 49774

Motion to accept Policy offered by T. Ball; supported by L. Miller.
Unanimous vote to approve.

Adopted at the ~~Regular~~ ^{Special} Meeting on 3-4-24

Signature: Linda Miller
Pickford Township Clerk