

Tyrone Township Newsletter

December 2013

ISSUE XXX

Tyrone Township Office
28 E Muskegon St - PO Box 275
Kent City, MI 49330

Assessor's Office – Cliff Turner

Attention Business Owners: Your business may be eligible for a substantial reduction or elimination of personal property taxes. In December of 2012, legislation was approved to exempt amount not to exceed \$80,000 of the depreciated value of business assets subject to property taxation. This applies to commercial and industrial businesses. In January of next year, you will receive an Affidavit of Eligible Personal Property Exempt from Collection of Taxes (shown here) Simply stated, in order to receive the exemption you must:

(1) File the Affidavit of Eligible Personal Property Exempt from Collection of Taxes by February 14 of next year with the Assessor's Office.

(2) File a completed Personal Property Statement by February 14 of next year with the Assessor's Office (Please note that all statements are subject to audit procedures).

Michigan Department of Treasury
5076 (11-13)

Face Number 2014

Affidavit of Owner of Eligible Personal Property

Claiming Exemption from Collection of Taxes (As of 12-31-2013)

Notice: Questions regarding this form should be directed to the assessor of the city or township where the personal property is located. This form was approved by the State Tax Commission on November 4, 2013 under the authority of Public Act 205 of 1993. This form must be filed by the owner or the owner's authorized agent.

Name and Address of Owner: _____

To claim an exemption, this Affidavit must be received by the Assessor no later than February 16, 2014.

IMPORTANT INFORMATION: This affidavit will exempt property owned only by the entity filing the affidavit. If personal property is leased to or used by an entity other than the property's owner, the owner of that personal property must file the affidavit for that property, not the lessee or the user. The owner may file the affidavit and claim the exemption only if the True Cash Value of all of the commercial or industrial personal property located within the city or township that is owned by, leased to, or in the possession of the owner or a related entity was less than \$50,000 on December 31, 2013.

Name of Local Unit of Government: _____

City: _____ Township: _____

Local address where Personal Property is located within the City or Township: _____ Name of Owner or Partners of Sole Proprietorship or Partnership: _____ (may attach additional sheets)

County: _____ Owner Telephone Number: _____ Legal Name of Owner, if different from above: _____

Assumed Names Used by Legal Entity, if any: _____ Description of Owner's Business Activity and NAICS Code: _____

Check only one: Sole Proprietorship Limited Liability Co. MI ID# Corporation MI ID# Partnership

Name and Telephone Number of Person in Charge of Personal Property Records: _____ Address where Personal Property Records are Kept: _____

Names of all other businesses having personal property, including any household improvements assessed as personal property at the locations included in this affidavit (attach additional sheets as necessary): _____ Date Business Began in Local Tax Collecting Unit: _____

The undersigned certifies that:

- I am the owner of the commercial personal property and industrial personal property being claimed as exempt or I am the duly authorized agent.
- The True Cash Value of all the Personal Property, as defined by Public Act 153 located within the city or township indicated above, that is owned by, leased to, or in the possession of the owner or related entity was less than \$50,000 on December 31, 2013.
- Below are the procedures used to determine that the True Cash Value of the Eligible Personal Property was less than \$50,000 on December 31, 2013:
 - The determination of True Cash Value was based on the State Tax Commission's recommended valuation procedures as set forth on Form 625, Personal Property Statement (4-4/09). Attach an explanation of the method used if your answer is NO. Yes No
 - The determination of True Cash Value includes all assessable personal property located within the city or township listed on the Affidavit that is owned by, leased to, or in the possession of the owner or related entity. This shall include all trade fixtures and may include household improvements not assessed as real property. Attach an explanation if not all personal property is included. Yes No N/A

I hereby certify that the information contained within, and attached to, this Affidavit provides a full and true statement of all personal property owned, leased, or in the possession of the owner or related entity on December 31, 2013.

Printed Name: _____ Signature: _____ Date: _____

Indicate which: Sole Proprietor Partner Officer Managing Member Agent (attach letter of authority)

Trade Fixtures: Items of property that have been attached to real estate by a tenant to facilitate the tenant's use of the property for business purposes, and which are both capable of being removed and are removable by the tenant under the terms of the lease. Examples of trade fixtures are certain costs related to telephones and security systems and mood signs.

Household Improvements: Land improvements, such as paving and landscaping, and improvements made by a tenant to structures owned by the landlord. Household improvements are characterized by the fact that they cannot be removed for use elsewhere because they will be destroyed by removal. Household improvements may be assessed as real property to the owner of the real property or may be assessed as personal property to the tenant.

Additional information can be located in Public Act 153 and State Tax Commission Bulletin 11 of 2013.

Office Hours

Mon 9:00 - 6:00
Tues 9:00 - 3:00
Wed 9:00 - 5:00
Thurs 9:00 - 3:00
Fri CLOSED



Township Clean-up

The service that we have provided to our residents each year in the Spring helps keep our township looking great.

We are planning this 3-day event the first weekend in May 2014 so watch for the info on our website and posters.

Clerk's Corner—Shelley Worley

We are fast approaching 2014 with a few changes that have been made to the election process. We are now required to ask for Photo I.D. when you come in to register to vote and when you request an absentee ballot. We also have an affidavit that can be signed, if you do not present a Photo I.D.

The 2014 election calendar from the State of Michigan has dates for Feb. 25, May 6, Aug. 5, & Nov. 4. As of this printing the township will run elections on Aug. 5 & Nov. 4. At the August election we will have our Fire Millage & Twp. Millage on the ballot. The Nov. ballot will have State referendums, any village elections, etc. We look forward to utilizing the

E-Pollbook as we have done the past 3 elections and increasing the training we offer our election workers.

We are here to serve you! If you have any questions please call our office.

DID YOU KNOW?

We have a Community Room that can be rented for \$150 to our residents (max 150 people) +\$75 deposit. The chairs & tables are included along with a full working kitchen. Non-resident fee is \$250.

Burn Permits are available by calling Mike Rexford at 678-4330 or 616-799-2747.

The Historical Society meets at the Historical Museum on 2nd Tuesday at 1:00pm & museum is open 2:00-4:00pm.

From the Treasurer's Desk—Juli Hall

Please read the following reminders confirming the information on your tax bill is correct. If you have any questions, please feel free to call our office or stop in. We're always glad to help.

(1) Make sure you are receiving 100% **Principal Residence Exemption** located at the top right side of your bill marked P.R.E.% 100.

(2) Confirm your mailing address is correct—corrections can be made on the back of your tax

bill when you return it with payment.

(3) Confirm your mtg. co is correct. Advise lender/township if changes need to be made.

(4) Summer taxes can still be paid at our office until 2/28/2014. Call for correct pay-off amount w/ interest.

(5) Payment type: Exact cash, check or money order. No credit card payments accepted.

Attention Forest

Landowners: If you own at least 20 forested acres of property, you may be eligible for a 16-mill tax exemption under Michigan's Qualified Forest Program. The land must be covered by an approved forest management plan. If the property is your primary residence, you are not eligible for the full incentives. To find out if you qualify, visit the programs website: (www.michigan.gov/qfp) or contact your Conservation District Forester, Ben Stein 989-831-4606 ext 3.

Ben works with private forest landowners in Montcalm and Kent Counties to assist them in the management of their woods. As an employee of the Conservation Dis-

trict, he offers FREE, on-site technical assistance. He can help you develop objectives and provide information on forest and wildlife management.

Tax payment "extended" hours:

12-27-2013	9:00 - 5:00
12-31-2013	9:00 - 1:00
2-14-2014	9:00 - 5:00
2-28-2014	9:00 - 4:00

Drop Box available 24 hours next to bldg.



Dog License tags will be available *Jan. 2, 2013 - March 1, 2014*. Remember if your rabies vaccination expires within 30 days of tag purchase you are unable to acquire a license until you renew the vaccination first. (*Coming soon: this service will be available all year*)

Join us this winter at KDL's Tyrone Twp. Branch Library for **FREE** activities and programs for all ages, including:

- Thursday, Dec. 5, 6:30pm: *Santa's Reindeer*—see live reindeer!
- Thursday, Dec. 12, 6:30pm: *Gingerbread Lane*—build your own gingerbread house
- Thursday, Jan. 9, 6:30pm: *Sled Dogs*—watch and interact with real sled dogs
- Thursday, Feb. 13, 6:30pm: *Heart to Heart*—create a Valentine for someone special
- Family Story Time: Wednesdays Dec. 11 thru Feb. 19, 10:00am

Don't forget to join us at www.facebook.com/KDLTyrone for the latest library updates, photos, contests and more!

Eric DeHaan— Branch Manager