

20__ BOARD OF REVIEW NOTICE

_____ Township
123 Somewhere Avenue
Your Township, MI Zip

_____ BOARD OF REVIEW MEETING SCHEDULE

The _____ Township Board of Review for 20__ will be held at the _____ Township Hall,
123 Somewhere Avenue, on the following dates:

Tuesday, March __, (*insert hours*) = **Organizational Meeting**

*Monday, March __, (*insert hours--not less than 6 hours total*) = **Appeal Hearing**

[*Note: Start meeting no earlier than 9 a.m. and not later than 3 p.m.*]

* _____ (day) _____, March __, (*insert hours*) = **Appeal Hearing**

* _____ (day) _____, March __, (*insert hours*) = **Appeal Hearing**

**(Date(s) listed provide a total of at least 12 hours during the second week of March, with at least three (3) hours held after 6 p.m. as required by statute.)*

The Board of Review will meet as many more days as deemed necessary to hear questions, protests, and to equalize the 20__ assessments. **By board resolution, residents are able to protest by letter, provided protest letter is received prior to March __.**

The tentative ratios and the estimated multipliers for each class of real property and personal property for 20__ are as follows:

- *Agricultural48.15%.....1.0384
- *Commercial.....43.36%.....1.1531
- *Residential.....48.73%.....1.0261
- *Developmental.....50.00%.....1.0000
- *Timber Cutover.....50.00%.....1.0000
- *Industrial.....50.00%.....1.0000
- *Personal Property...50.00%.....1.0000

**(Illustration only, please publish your tentative figures.)*

American With Disabilities (ADA) Notice

The Township will provide necessary reasonable services to individuals with disabilities at the Board of Review meetings upon (*number of days*) days notice.

Contact: (*List name, address and telephone number of township contact person*)

Board of Review Members (*list names*) _____, _____, _____.
_____(*supervisor's name*)____, Secretary of Board of Review

Note--Publish per MCL 211.29(6): Notice of the date, time, and place of the meeting of the board of review shall be given at least 1 week before the meeting by publication in a generally circulated newspaper serving the area. The notice shall appear in three (3) successive issues of the newspaper where available; otherwise, by posting the notice in five (5) conspicuous places in the township.

This notice is required for the March meetings only. Only the Open Meetings Act notice (either regular meeting schedule posted at beginning of year OR special meeting notice posted 18 hours prior) is required for any July or December meetings

Sample prepared by Evelyn David, MTA Membership Information Director, June 2005