

BILLS & PAYMENTS INFORMATION

Office Hours: Tuesday – Friday 8:00 AM – 6:00 PM.

There is a mail drop box available 24 hrs a day for your convenience.

It is located at the bottom right of the front doors.

**PLEASE WRITE SEPARATE CHECKS FOR DIFFERENT TYPES OF BILLS!
IF POSSIBLE, PLEASE DO NOT STAPLE CHECKS.**

Taxes:

Taxes are divided into 2 tax bills per year. They are mailed out for you to receive them around July 1st and December 1st of each year. If you do not receive a tax bill by the middle of July and/or December, please call our office at (231) 276-9263 so that we can make sure you get one.

Both the Summer and Winter tax bills are for calendar year that they are billed (i.e. – Summer and Winter 2004 tax bills are for January – December of 2004). The taxes are figured from the taxable value for that calendar year.

Taxes are payable to: Blair Township Treasurer (“Blair Township” is fine too). The Summer Taxes are due from July 1st through September 14th each year, and the Winter Taxes are due from December 1st through February 14th of each year. If the 14th falls on a non-business day, then the due date will be the first business day after.

If you have an escrow account paying your taxes, we will still send the original bill to you. Please check your bill to make sure that there is a code following the words “**Mortgage Code**”. If there is, then your information was sent to a mortgage company. If there is not a code, but there should be, please call us to verify that there is no code. You will need to call your mortgage company to make sure that they have the information if we do not show one for you. It is the mortgage company’s responsibility to contact us for your tax amount.

We take tax payments of any amount. If you have questions about making payments, please call us. We can take payments on Summer Taxes starting in July & Winter Taxes starting in December.

After September 14th, there is 1% interest added to any Summer Tax amount still due, with 1% being added the first day of every month thereafter (starting in October). Any amount (Summer or Winter) owing after February 14th will have a 3% late fee added.

As of March 1st of each year, all taxes owing for the previous year become delinquent, and they are turned over to the Grand Traverse County Treasurer. **Delinquent taxes are payable to: Grand Traverse County Treasurer** (“GT Co Treasurer” is fine too) at 400 Boardman Ave., Traverse City, MI 49684. Their phone number is (231) 922-4735.

Water Special Assessments:

The Water Assessment bills are sent out in mid April each year to those people in the Water District. If you do not receive one by the end of April, please call us so that we can get you one. They are always due by June 30th. After June 30th, there is a 1% penalty applied each month to the amount still owing for that year. If there is any amount owing for that year as of November, then that portion (including penalties) will be added on your winter tax bill for that property.

We take payments all year round for Water Assessments. Any payments made after the installment for the year is paid will be applied to principal. There is a 5.97% APR on all Water Assessments.

Water Assessments can be paid off at any time. For payoff information, please call our office. The payoff amount will vary each month.

The Township does not require Water Assessments to be paid off if a property is sold. New owners can assume the assessment. Check with your title company or lending institution to see if they will require you to pay it off at closing.

Currently there are only two rules that are in effect to require a person to hook up to the water system. If the well for the property is not repairable, there will be no permits issued for a new one, so there would have to be a hook up to the water system. The other rule is if a new house is placed on the property, then it would have to be hooked to the water system.

Monthly Water Bills:

The monthly water bills go out the first business day of each month. They are always due by the 25th of each month. There is a 5% penalty added to any principal balance owing after the due date.

We do take payments of any amount on monthly water bills as well. Any payment can help to lower the penalty amount each month. Please call us if you have questions on payment plans.

We do ask that residential customers give us a meter reading each month. There is a place on the bill stub that you'd return to us to write the read and date. You can also call us at (231) 276-9263 or e-mail our office at BlairTwpTreas@charter.net with the reading for that month. Even if you do not pay your bill, we would appreciate a read. Having accurate reads can help to keep your bill lower, since estimates can sometimes be too high.