



Charter Township of Monitor

2483 MIDLAND ROAD ≈ BAY CITY, MICHIGAN 48706 ≈ PHONE (989) 684-7203 ≈ FAX (989) 684-9234
www.monitortwp.org

Re: Mailing Address and/or Taxpayer Name Change

Parcel # 100-____-____-____-____

Property Address: _____

Dear Taxpayer,

The Township Assessor's Office is responsible for maintaining the assessment records which includes the most current owner and address information. These records are used for the assessment notices and tax bill mailings. Please complete the information below and return the form to the Township Assessor's Office. If you have any questions regarding changing the address, your assessment, or your Principal Residence Exemption please contact the Township Assessor's Office at 684-7203.

Complete the information below only if the taxpayer's name and/or mailing address is incorrect on the tax bill and he/she is the recorded owner of this property. Please note that the Township Assessor's Office may require additional information before they can change the data used for assessment notices and tax billings. This information includes, but is not limited to: copies of deeds, death certificates, driver's licenses, and marriage licenses.

Name: _____

Street Address: _____

City and State: _____ ZIP: _____

Information Supplied By: _____

Reason for Change: _____

Date of Change: _____ Daytime Phone: _____

Thank you.

Return To: Charter Township of Monitor - Assessor's Office
2483 Midland Road
Bay City, MI 48706