

**CHARLEVOIX COUNTY EQUALIZATION DEPARTMENT
REQUEST TO COMBINE PROPERTIES**

NOTES:

- 1) A parcel combination **CANNOT** be completed if any of the following are true:
 - there are delinquent taxes owed on any of the parcels
 - the parcels are not in the same class
 - the owners of record for the properties are not exactly the same
 - the parcels are not contiguous
 - the parcels are separated by a road
 - the parcels are in different sections or plats
 - the parcels are in different school districts
- 2) To have the parcel which is created by the combination show on the next year's tax roll please have the completed request submitted by **December 1st**.
- 3) If you have any questions please call us at **231-547-7230**.

DATE: _____

OWNER NAME(S): _____

PARCEL NUMBER(S): _____

PHONE NUMBER: _____

EMAIL: _____

MAILING ADDRESS: _____

It is our desire to have the above listed properties combined under one parcel identification number. We understand that this may limit our ability to split them in the future.

SIGNATURES*:

Name: _____ Name: _____

*the signatures of ALL property owners are required. Use additional forms if needed.

To be completed by the township/city assessor:

CIRCLE ONE: APPROVED or DENIED

SIGNATURE: _____
Name: _____

DATE: _____

Please forward completed form to: equalization@charlevoixcounty.org
301 State St. Charlevoix, MI 49720
Fax: 231-547-7232