

FAQs (Treasurer)

Q. When are tax bills sent out and when are they due?

July 1st: Summer tax bills are mailed.

September 14th: Summer tax bill payments are due.

December 1st: Winter tax bills are mailed.

February 14th: Winter tax bill payments are due.

February 28th: Last day to pay property taxes at the Township Office.

March 1st: Unpaid property taxes are turned over to the Ottawa County Treasurer for collection. All payments must be made to their office. Call (616) 994-4501 for the amount due.

Note for Summer Tax Bills: If summer taxes are not paid by the due date (Sept. 14th), 1% interest will be charged on the day following the due date and on the 1st of every month through February. After February 14th, an additional 3% penalty will be charged on the unpaid balance.

Note for Winter Tax Bills: If winter taxes are not paid by the due date (Feb. 14th), a 3% penalty will be charged on the unpaid balance.

Q. What is a Principal Residence Exemption (PRE), and how do I know if I have it?

A principal residence is exempt from taxes levied by the school district for operating purposes of up to 18 mills. The tax bill will show the percentage as PRE/MBT %: 100

Q. I didn't receive my tax bill, what should I do?

Please call our office at (616) 395-0042 and we will send you a duplicate bill. Not receiving a tax bill does not alleviate the tax burden. As the property owner, you are still liable for the tax.

Q. Do you send the tax bill to my mortgage company?

No. Tax bills are mailed to the property address of the parcel. If you escrow your taxes, please check with your mortgage or escrow company.

Q. Can I pay my tax bill with a credit card?

Yes. Current summer tax payments may be made after July 1st. Current winter tax payments may be made after December 1st. As of March 1st, when taxes have gone delinquent to the County, they may not be paid by credit card with the Township.

To pay taxes online, type the following address in your web browser to search by Name, Address or Parcel I.D. #: <https://bsaonline.com/?uid=128>

To pay by telephone, call the Treasurer's office at (616) 395-0042.

PLEASE NOTE: The credit card processor (Point & Pay) will charge your credit card a fee of 3% of the payment amount for this service, with a minimum fee of \$1.50. The charge for paying by electronic check is \$3.00.

Q. What if I can't pay my entire tax bill by the due date?

The Township will accept partial payments towards tax bills, after July 1st for the summer tax bill, and after December 1st for the winter tax bill. Taxes must be paid in full on or before the due date in order to avoid interest and /or penalty. As of March 1st, unpaid taxes are turned over to Ottawa County for collection.

Q. Are taxes pro-rated when there is a change in ownership of a property?

No. The Assessing department doesn't pro-rate taxes when there is a change in ownership of a parcel. Please refer to your buy-sell agreement for proration of taxes.

Q. What timeframe does my tax bill cover?

Tax bills are issued twice a year on July 1 and December 1. The tax bills do not cover specific months. Taxing entities may choose to spread their millages onto the summer or winter tax bills. The two tax bills together make up the total annual property tax due. Tax Day is December 31 for taxes billed in the following year.