



Garfield Charter Township

Grand Traverse County

Assessing Department
Access to Records Policy
2022

The Charter Township of Garfield Assessing Department is open during the township's normal business hours: Monday through Thursday, from 7:30am until 6:00pm. Public access to property records within the township is available during these times. The office does not close for lunch.

Inquiries can be made by phone (231-941-1620), email (listed below) or in person. You can also request an appointment in the same manner.

- a. RESIDENTIAL**
Appraiser II: Justin Bigbee, MAAO jbigbee@garfield-twp.com
Appraiser: Abby Simon, MCAT abbysimon@garfield-twp.com
- b. COMMERCIAL/INDUSTRIAL**
Assessor: Amy L DeHaan, MMAO adehaan@garfield-twp.com
- c. PERSONAL PROPERTY**
All assessing staff can help with questions about personal property.
- d. LAND DIVISIONS**
Assessor: Amy L DeHaan, MMAO adehaan@garfield-twp.com
- e. EXEMPTIONS**
 1. Principal Residence Exemptions: Abby Simon, Appraiser
 2. Poverty Exemptions: All assessing staff can assist.
 3. Disabled Veteran Exemptions: All assessing staff can assist.
 4. Qualified Agricultural Exemptions: Amy L DeHaan, Assessor
 5. Property Exemption Applications: Amy L DeHaan, Assessor

If you have to leave a voicemail, we will do our best to return your call within 24 hours during normal business hours. If you call on a weekend, your call will be returned on Monday.

Requests to review documents maintained by the assessing department or receive copies of those documents should be made in the same manner as above by calling, visiting the office or sending an email to the person(s) responsible as shown above. Your request will be taken care of as quickly as possible, but no later than five (5) business days from the date of the request.