

**Property Owners:** The Assessing Department continues to conduct fieldwork in different areas of the township during business hours and will do so through the end of the year. Letters are mailed to property owners for reappraisal fieldwork only (a reappraisal is visiting every parcel in a given area or subdivision). We will also be verifying all property sales, construction permits, and any fire or storm damaged properties. All Assessing staff carry ID and drive in marked township vehicles.

**New Business Owners:** We will be out this fall doing our annual canvass for new Business Personal Property. If you have a new business in Bedford Township, expect to receive Personal Property Statement (Form 632) and Small Business Exemption forms (Form 5076) mailed no later than January 10<sup>th</sup>. Please fill out these forms and mail/return to our office postmarked no later than February 20, 2020.

**Existing Business Owners:** Reminder that Business Personal Property less than \$80,000 true cash value is eligible for a small business exemption. Those businesses who timely filed Department of Treasury form 5076 last year do not have to file again as long as they remain under the \$80,000 true cash value and there are no other changes. Going forward questionnaire's will be mailed out periodically for auditing purposes. Businesses with over \$80,000 true cash value should continue to file their personal property statement annually as required.

Please contact the Bedford Township Assessing Department at (734)224-7353 if you have any questions. Monday – Friday from 8:00 am – 5:00 pm