

Fort Gratiot Township Assessing Department  
Record Inspection Policy

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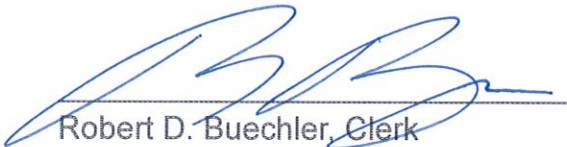
As required under MCL 211.10g(1)(c), this policy addresses the public record inspection policy.

Fort Gratiot Township Assessor's Office published policy is as follows:

The Fort Gratiot Township Assessing Department is open to inspect and review public records, under the supervision of the Township staff, Monday through Friday from 8:00am to 4:30pm. Hours are typical office hours and are subject to change due to holidays, vacation, illness, fieldwork, meetings, training, etc.

Inquiries may be submitted to Fort Gratiot Township Assessor's Office by email at [sjones@fortgratiot.us](mailto:sjones@fortgratiot.us) or by phone (810)385-4489 ext. 1101. The Assessor's Office estimates a response time for taxpayer/property owner inquiries submitted in accordance with MCL 211.10g not to exceed 7 business days from the date of inquiry. Records will be provided in the manner the request is received unless otherwise specified.

Taxpayer requests for inspection or production of records maintained by the Fort Gratiot Township Assessing Department may be made by visiting the Fort Gratiot Charter Township building during normal business hours, Monday through Friday between 8:00am and 4:30pm. The request may also be made by calling (810)385-4489 ext. 1101 or by email [sjones@fortgratiot.us](mailto:sjones@fortgratiot.us). Requests may be subject to the Fort Gratiot Township Freedom of Information Act (FOIA) Policy and/or the Fort Gratiot Township fee schedule. The Assessor's Office estimates a response time not to exceed 7 business days from the date of request. Records are also available on the Fort Gratiot Township website <https://fortgratiot.us> by following the link on the assessment department page. Fees may apply.

  
Robert D. Buechler, Clerk  
Fort Gratiot Charter Township