

APPLICANT: Your application for poverty exemption may be denied if:

1. Your Hardship Exemption Application is not filled out completely or includes inaccurate information.
2. Savings account, checking account, investments, interest earnings, dividends or other liquid assets either in total or individually meet or exceed double the amount of the current annual property tax obligation.
3. Applicant does not otherwise meet the asset levels set by the local governing body.
4. Recreational Vehicles* owned or leased in total exceed the amount of the current asset guidelines.
5. Total Household Income exceeds income eligibility guidelines as adopted by the Burtchville Township Board, set annually by the Department of Health and Human Services, as the official Federal Poverty Guidelines.

Recreational vehicles may include snowmobiles, boats, camping trailers, travel trailers, motor home, Jet ski, motor cycles, off road vehicles, or anything which may be considered a Recreational Vehicle.

Robert C Bailey, Clerk

2-16-2026

**BURTCHVILLE TOWNSHIP
BOARD OF REVIEW
POVERTY EXEMPTION POLICY AND GUIDELINES**

Section 211.7u(1) of the Michigan General Property Tax Act defines the poverty exemptions as a method to provide relief for those who, in the judgment of the Assessor and the Board of Review are unable to fully contribute to the annual property tax burden of their principal residence due to their financial situation. The following policy and guidelines were adopted by the Burtchville Township Board, Resolution No. 2026-02-16-01

- 1) To request a poverty exemption, a taxpayer must file:
 - a. Form 5737 Application and Affirmation for MCL 211.7u Poverty Exemption
 - b. All required additional documentation (such as federal and state income tax returns) for all persons living in the homestead.
- 2) All applicants must fill out a "Hardship Exemption Application" in its entirety.
- 3) All applicants must be the owner and resident of the property which tax relief is filed on. They must provide a valid drivers' license or other acceptable method of identification. They must also provide a deed, land contract, or other evidence of ownership if requested by the Board of Review.
- 4) Applicant must meet the "Federal Poverty Exemption Guidelines" set forth by the Burtchville Township Board. An Asset Test is also included in the Asset Guidelines that are to be used in the determination of all hardship exemptions.
- 5) All Financial Institution balances will be taken into account. The Board will also consider stocks, bonds, life insurance policies, other real estate owned, vehicles, interest income and any additional assets.
- 6) Gifts and contributions by all persons whether living in the household or not will be taken into consideration.
- 7) Extraordinary medical expenses may be taken into consideration.
- 8) Persons applying for a hardship exemption will be encouraged to meet in person with the Board of Review in order to answer any questions relative to their application. Applicants or their authorized agents may have to answer questions regarding such subjects as financial affairs, health and/or the status of people living in their home at a meeting that is open to the public.
- 9) The Board of Review shall follow the guidelines of the local assessing unit in granting or denying an exemption.
- 10) In accordance with PA 390 of 1994, the Applicant must meet the "Asset Guidelines" adopted by the Burtchville Township Board. (Attached)
- 11) A person who files for a hardship exemption is not prohibited from also filing an appeal on the assessment and/or taxable value.
- 12) Poverty Exemption Affidavit (form 4988) to be completed and submitted with application to any applicants that were not required to file federal or state income tax returns, per MCL 211.7u(2)(b).