Date: _____

_____ Township Assessor
_____
_____

Re: Submission of Property Transfer Documents for

_____

Dear Township Assessor,

Enclosed, please find the following documents related to the transfer of the above-referenced property into our revocable trust, the _____Cottage Trust dated _____:

1. A copy of the signed Quit Claim Deed.
2. A completed Property Transfer Affidavit (Form 2766).

This transfer is exempt from property tax uncapping under Michigan law (MCL 211.27a(7)(s)) because it is a transfer to a revocable trust where we, as the Settlors, remain the sole present beneficiaries.

We kindly request that you do not uncap the taxable value of the property in accordance with this exemption.

Please acknowledge receipt of these documents by signing and dating the duplicate copy of this letter enclosed with this mailing and returning it to us in the self-addressed, stamped envelope provided. If you have any questions or need further information, feel free to contact us directly at _____.

Thank you for your assistance in ensuring this property transfer is properly recorded and processed.

Sincerely,

_____