

Assessor Availability Policy

Assessor's Information:

- Name: Clifford Porterfield
- Phone Number: 231-779-9474
- Email Address: jporterfield@wexfordcounty.org

1. Response Time:

Taxpayers can expect a response from me within **7 business days** from the date of their inquiry, whether it is by phone, email, or other means of contact. If more time is required due to the complexity of the issue, I will inform you of the delay and provide a clear timeline for resolution.

2. Arranging an In-Person Meeting:

If you wish to meet with me in person, please contact me to schedule an appointment. Meetings are typically held at the Wexford County Equalization office, but arrangements can be made for other locations as necessary. To schedule a meeting, you may either call or email me using the contact information listed above. I encourage taxpayers to reach out to me ahead of time to avoid long wait times.

3. Requesting Property Information:

To request property information, such as assessment cards, parcel details, or parcel history, please send an email or call me directly using the contact information listed above. Be sure to include the property address or parcel ID number to ensure a timely response.

4. Informal Dispute Resolution:

If you believe there is a discrepancy in your property's assessment or wish to discuss concerns over your property's assessment, I encourage you to contact me directly before the official Board of Review meetings (held in March, July, and December). I will work with you informally to review your concerns and, if appropriate, resolve them. Please reach out to me as early as possible, ideally at least 10 days before the scheduled Board of Review meeting, to allow sufficient time for discussion and resolution.

I am committed to providing excellent service and helping you with any questions or concerns you may have regarding property assessments or related matters. Your feedback and communication are valuable, and I strive to ensure that your needs are met in a timely and professional manner.

Thank you for your cooperation.

Sincerely,

Clifford Porterfield

Township Assessor

Wexford County, Michigan