



STATE OF MICHIGAN
DEPARTMENT OF TREASURY

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

DATE: January 8, 2020

TO: Michigan Municipalities

FROM: Revenue Sharing and Grants Division

SUBJECT: Reminder: PPT Reimbursement Correction Process

This is a reminder that the Local Community Stabilization Authority Act (LCSA Act) provides municipalities with the opportunity to correct errors in the 2019 Personal Property Tax (PPT) reimbursements that are distributed in October 2019 and February 2020.

In order for a municipality to determine if there was a reporting error or a calculation error, the municipality will need to review the 2019 PPT reimbursement calculations, millage rates, and taxable values posted to the Michigan Department of Treasury's PPT Reimbursement website (www.michigan.gov/pptreimbursement).

If a municipality does not identify an error, the municipality does not need to file a form or take any further action to notify the Michigan Department of Treasury.

If a municipality does identify an error, the municipality will need to complete the appropriate form to notify the Michigan Department of Treasury of the reporting or calculation error(s). The PPT reimbursement correction forms are intended to be utilized by a municipality that has identified an error in its 2019 PPT reimbursement. In addition to the form(s), municipalities must provide substantiating documentation to support an adjustment to the reported value or the calculated reimbursement amount.

Below is a list of the correction forms that are available on the Department of Treasury's PPT Reimbursement website (www.michigan.gov/pptreimbursement).

Form Number	Form Title	Form Completed By	Form Submitted To	Statutory Due Date
5651	Correction of 2019 Personal Property Taxable Values Used for the 2019 Personal Property Tax Reimbursement Calculations	Municipality	County Equalization Director	February 28, 2020
		County Equalization Director	Department of Treasury	March 31, 2020

Form Number	Form Title	Form Completed By	Form Submitted To	Statutory Due Date
<u>5654</u>	Correction of Millage Rate or Other Errors for the 2019 Personal Property Tax Reimbursement Calculations	Municipality	Department of Treasury	March 31, 2020
<u>5658</u>	Modification of 2013, 2014, and 2015 Personal Property Taxable Values Used for the 2019 Personal Property Tax Reimbursement Calculations	Municipality	Department of Treasury	March 31, 2020

Please direct any questions regarding the PPT reimbursement correction process to the Revenue Sharing and Grants Division at TreasORTAPPT@michigan.gov or 517-335-7484.

Thank you.