

ERIC SCHERTZING  
Ingham County Treasurer

Alan Fox  
Chief Deputy Treasurer

Karen Conroy  
Property Tax Coordinator



Courthouse  
PO Box 215  
Mason, MI 48854-0215  
(517) 676-7220  
ESchertzing@ingham.org

Change of ACH Status

I, \_\_\_\_\_ hereby request a

[ ] HOLD OF 1 SCHEDULED WITHDRAWAL

[ ] PERMANENT STOP

[ ] CHANGE OF ACCOUNT (must complete a new 'Authorization for Automatic Payment of Delinquent Property Taxes from your Bank Account')

From account no. \_\_\_\_\_, for my delinquent taxes on parcel no.

33-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_, with a property address of \_\_\_\_\_.

I understand this form must be completed and returned to:

Barbara Laxton  
PO Box 215  
Mason, MI 48854

-or-  
[blaxton@ingham.org](mailto:blaxton@ingham.org)

-or-  
(517) 676-7242 fax

**This form MUST be received at least  
TWO (2) DAYS prior to the scheduled  
date of withdrawal**

I understand I am only allowed a maximum of three (3) holds and/or insufficient fund penalties per forfeiture year cycle, before I become disqualified from the program.

I also understand by requesting a permanent stop, automatic withdrawals will cease from my account; but am aware I maintain full liability of all delinquent property taxes and accruing interest, fees, and penalties.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature