

## Wayne County Addendum

The Del/Exon (Delete/Exonerate) button provides a way to request deletions and/or exonerations for Per Capita/Occupation bills. A Deletion is a request to the Assessment Office to remove someone from the next year's Per Capita/Occupation roles. An Exoneration is a request to the taxing body for the tax collector to be relieved of the obligation for collecting that tax for the current year. A tax collector is obligated to collect a bill or report it uncollectible unless they are exonerated by the taxing body or receive a white sheet from the Assessment Office. The tax collector cannot make the decision on his/her own to alter the amount of a tax. An Exoneration request also results in a notice being sent to the Assessment office so the person can be removed from next year's Per Capita/Occupation roles. The Exoneration Policy below lists the acceptable reasons for requesting exoneration.

Exoneration requests are sent to the taxing bodies using the Exoneration Requests button on the Reports Menu. Deletion and Exoneration requests are sent to the Assessment Office on the Assessment Report.

### Exoneration Policy

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