



## **Ensley Township Personal Property Canvas Policy**

*September 30, 2019*

Ensley Township's Personal Property policy is as follows:

1. Print and compare last year's personal property accounts
2. Verify the businesses are still in business
3. Watch for new businesses in the Township when out on field reviews and building permits
4. Ask around the office (Supervisor, Clerk, Treasurer) for any known new businesses
5. Add new businesses to the roll