

**IMPORTANT NOTICE TO ALL PROPERTY OWNERS  
IN RUTLAND TOWNSHIP**

November 2, 2011

Due to the high volume of calls we are receiving, it is impossible for us to answer calls instantly.

Our Township phone system only allows a limited number of messages to be saved, so when the system is full, callers are unable to leave a message. It would be helpful if you could call only once and leave a message for us to call you back; we will do so in the order in which the calls are received.

Due to our limited staff, your time-frame for a callback may be 1-3 days, but be assured we will return all calls as quickly as possible. If you are unable to leave a message on our system, please be patient and wait a few days and try to get through at that time. Be sure to speak clearly when leaving a message and please leave your phone number and parcel number.

Thank you,

**Jan Siers  
Rutland Township Assessor  
847-428-5219**