



Paying for Summer/Winter Taxes Online – Step by Step Guide

Step 1: Go to the Saugatuck Township website: <http://saugatucktownshipmi.gov/>.

Step 2: Find and click on "ONLINE PAYMENT." It's the icon with a gold money symbol in the quick links carousel on the homepage. You might need to scroll down a bit to see it.

Step 3: You'll be directed to <https://www.acipayonline.com/index.jsp>. Here, select "Local Payment" from the four options in the center of the screen.

Step 4: In the next section, fill out the following details in three drop-down menus:

- a. State or Territory: Choose "Michigan."
- b. Payment Entity: Select "Saugatuck, Township of."
- c. Payment Type: Pick "Taxes".

Step 5: Once you've entered this information, click the green button that says "Make a Payment."

Step 6: Fill in all the required information, and click the green "Continue" button.

Step 7: Review your screen and payment information. If everything looks correct, press the green "Accept" button. If you find any errors, click the yellow "Back" button to fix what's wrong.

Step 8: If you already have an account, log in. If you don't, you can either create an account by clicking the green "Create an Account" button, or proceed as a guest by selecting the green "Continue as Guest" button. Remember, having an account isn't mandatory.

Step 9: Enter all the required information, complete the robot verification, and hit the green "Continue" button.

Step 10: After reviewing and verifying the final screen, click "Submit" to send your payment.

If you run into any difficulties or have questions, please call the Saugatuck Township office at 269-857-7721. They also accept checks or exact cash payments at their office.