

The *Municipal Government Act* (MGA) authorizes collection of this information under s.294(1)(b), s.295(1) and s.295(4).

**This information is due on or before July 6, 2026**

<b>Property Address:</b>	<b>Tax Roll Account:</b>
<b>Property Owner Name:</b>	
<b>Name of Campground:</b>	<b>Total Number of Sites:</b>

Expenses must reflect the annual fiscal period ended prior to July 1, 2026.  
To be considered complete, Rent Rolls and Financial Statements **MUST** cover all requested information.

**Note:** Assessment values are prepared using any other available information should this request fail to be completed.

### PROPERTY INCOME

#### POTENTIAL ANNUAL SITE REVENUE *(Do not include GST)*

Number of Days Open Per Year:		From:		To:	
SITE RENTALS <i>Types of Sites</i>	DAY RENTAL No. of Sites	DAY RENTAL Day Rate	MONTH RENTAL No. of Sites	MONTH RENTAL Day Rate	POTENTIAL INCOME
Power/Water/Sewer					
Power/Water					
Power					
Basic					
Overflow					
Cabins					
Other					
<b>TOTAL POTENTIAL ANNUAL SITE REVENUE:</b>					

*If you need extra space, please specify in comment section on page 2.*

#### ACTUAL ANNUAL GROSS REVENUE *(Do not include GST)*

SITE RENTALS <i>Types of Sites</i>	DAY RENTAL	MONTH RENTAL	ACTUAL INCOME
Power/Water/Sewer			
Power/Water			
Power			
Basic			
Overflow			
Cabins			
Other			
<b>RESERVATION FEES</b>			
<b>LAUNDRY</b>			
<b>SHOWER FEES</b>			
<b>OTHER</b>			
<b>TOTAL ACTUAL ANNUAL GROSS REVENUE:</b>			

*If you need extra space, please attach additional page.*

**PROPERTY EXPENSES (Actual Annual Property Expenses)**

(DO NOT INCLUDE mortgage, bank charges, debt charges, depreciation, or business expenses)

GENERAL:	AMOUNT PAID
Management	
Wages: Caretaker	
Annual Insurance	
Utilities (water, sewer, power, gas)	
Property Taxes	
License Fees	
MAINTENANCE & REPAIR:	
Painting / Decorating	
Repairs / Maintenance <i>(Please specify in comment section below)</i>	
Grounds Maintenance	
Snow Removal	
MISCELLANEOUS:	
Supplies	
Legal & Audit	
Advertising / Marketing	
Other <i>(Please Specify)</i>	
<b>TOTAL ACTUAL ANNUAL REPORTED EXPENSES</b>	

**CAPITAL EXPENDITURE**

Items Replaced or Upgraded <i>i.e., infrastructure, capital upgrades</i>	Year Built	Year of Renovation	Cost

*If you need extra space, please attach additional page.***COMMENTS**


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**APPRAISAL**Was there an appraisal done on the property in the last 3 years?  Yes  No

If Yes, Date of Appraisal: \_\_\_\_\_ Purpose of Appraisal: \_\_\_\_\_ Amount: \_\_\_\_\_

**CERTIFICATION****All information provided herein has been examined by me and is true, current, and complete to the best of my knowledge.**

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Daytime Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_