

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 9, 2025**

| | |
|----------------------|------------------------|
| Property Address: | Tax Roll Account: |
| Property Owner Name: | |
| Name of Campground: | Total Number of Sites: |

Expenses must reflect the annual fiscal period ended prior to July 1, 2025.

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 RATE Day Rate | MONTH RENTAL No. of Sites | DAY RATE Day Rate | POTENTIAL INCOME |
| Power/Water/Sewer | | | | | |
| Power/Water | | | | | |
| Power | | | | | |
| Basic | | | | | |
| Overflow | | | | | |
| Cabins | | | | | |
| Other | | | | | |
| TOTAL POTENTIAL ANNUAL SITE REVENUE: | | | | | |

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 | | | |
| RESERVATION FEES | | | |
| LAUNDRY | | | |
| SHOWER FEES | | | |
| OTHER | | | |
| TOTAL ACTUAL ANNUAL GROSS REVENUE: | | | |

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> | |
| TOTAL ACTUAL ANNUAL REPORTED EXPENSES | |

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**

APPRAISALWas 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: _____