



**ASSESSMENT REQUEST FOR INFORMATION
MOBILE HOME PARK
2026 Assessment Year**

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

| | |
|---------------------------------|--------------------------|
| Property Address: | Tax Roll Account: |
| Property Owner Name: | |
| Name of Park: | |
| Total Sites on Property: | |

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

| Site or Unit # | Asking Rent if Vacant | Actual Rent as of June 2026 | Date of Last Rent Change | Number of Months Vacant |
|----------------|-----------------------|-----------------------------|--------------------------|-------------------------|
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If you need extra space, please attach additional page.

| Vehicle / RV Parking Income | |
|-----------------------------|--|
| Number of Stalls Rented | |
| Monthly Rent per Stall | |
| Other Parking Income | |

| Other Income (Annual) | |
|--------------------------------------|--|
| Common Area Charges | |
| Laundry | |
| Other Income <i>(Please Specify)</i> | |

The information received will be protected in accordance with the privacy provisions of the *Municipal Government Act* MGA, R.S.A. 2000, c.M-26, the *Protection of Privacy Act*, S.A. 2000, c.P-28.5 and utilized by the Assessment Department to complete their duties under *MGA Parts 9-12*.

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, cablevision, internet) | |
| 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 (not mobile home renovations)</i> | Year Built | Year of Renovation | Cost |
|---|------------|--------------------|------|
| | | | |
| | | | |

If you need extra space, please attach additional page.

COMMENTS

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: _____