

Use this form where financial accounts are required to be submitted under Sections 51 to 54 and 58 of the Act.

**1. Give details about the representation order** \_\_\_\_\_

Full name of representative \_\_\_\_\_

Full name of represented person \_\_\_\_\_

Date of representation order \_\_\_\_\_ Court file number \_\_\_\_\_

Date when most recent account submitted, if applicable \_\_\_\_\_

**2. Set out the reporting period's start and end dates** \_\_\_\_\_

If this is your first account under a representation order, the **start date** is the date of the representation order.

If this is your first account under a guardianship order under the Incompetent Persons Act, the **start date** is either the date the original order was granted or five years prior to the date this form is completed, whichever is most recent.

If you have previously submitted an account, the **start date** is the date the last account was submitted.

The **end date** is the date when this form is completed. *(Note: the information provided in this form must be as current as possible.)*

Start date \_\_\_\_\_ End date \_\_\_\_\_

**3. Summarize the adult's financial position at start date and end date** \_\_\_\_\_

**Summary of the Adult's Assets and Liabilities**

	Start Date	End Date
Land (net of mortgages)	_____	_____
Financial Assets	_____	_____
Other Assets	_____	_____
Total Assets	_____	_____
Total Liabilities (excluding mortgages on land) - debts	_____	_____
<b>NET Financial Position</b>		

**Summary of the Adult's Monthly Income and Expenditures**

For Start Date income and expenditures, use amounts previously reported. For End Date income and expenditures, use the average for the 12 months immediately preceding the End Date.

	Start Date	End Date
Average monthly income from all sources	_____	_____
Average monthly expenditures for all purposes	_____	_____
<b>Average Monthly Surplus (Deficit)</b>		

**4. Reconcile the adult's bank accounts during the reporting period** —————

Attach all monthly bank statements in the adult's name and for each account complete reconciliation chart below.

Banking institution \_\_\_\_\_

Bank account number \_\_\_\_\_

	<b>Start Date Balance</b>
<b>Receipts</b>	_____
Pension and Program Benefits (describe sources)	
Source _____	_____
Employment or self-employment earnings	_____
Rental Income	_____
Spousal/partner/child support received	_____
Proceeds received from sale of property	_____
Bank interest received	_____
Transfers from other financial asset accounts	_____
Other receipts	_____
	<b>TOTAL Receipts</b>
	_____
<b>Payments and Transfers</b>	
Land ownership payments (e.g. mortgage, taxes)	_____
General expenditures for adult's benefit	_____
Paid to residential care facility (e.g. nursing home)	_____
Other accommodation expenses (e.g. rent)	_____
Other food expenses	_____
Other personal care and companionship expenses	_____

Advances to adult for personal use	_____
Recreation expenses	_____
Vehicle, transportation and travel expenses	_____
Insurance premiums	_____
Income tax paid	_____
Payments on debts (e.g. personal loans, credit cards)	_____
Spousal/partner/child support paid	_____
Property purchased for adult	_____
Gifts and donations made	_____
Bank charges paid	_____
Transfers to other financial asset accounts	_____
Reimbursement of representative's expenses	_____
Trust administration expenses	_____
Representative compensation taken	_____
Other payments	_____
<b>TOTAL Payments and Transfers</b>	
<b>End Date Balance</b>	

**5. Reconcile the adult's assets and liabilities during reporting period** —————

Complete reconciliation charts below that apply and attach supporting statements, including any Property Valuation Services Corporation (PVSC) notices, real estate market analyses, or appraisals.

<b>Land</b>			
	<b>Start Date Net Value</b>	<b>End Date Net Value</b>	<b>Change During Period</b>
Net Value of adult's interest	_____	_____	_____
Provide details of any increase or decrease in net land value:			

<b>Financial Assets</b>			
	<b>Start Date Value</b>	<b>End Date Value</b>	<b>Change During Period</b>
Value of adult's interest (excluding bank accounts)	_____	_____	_____

**Financial Assets**

Provide details of any increase or decrease in value:

**Other Assets****Start Date Value****End Date Value****Change During Period**

Value of adult's interest \_\_\_\_\_

Provide details of any increase or decrease in value:

**Liabilities****Start Date  
Amount Owed****End Date  
Amount Owe****Change During  
Period**

Amounts Owed by adult (excluding mortgages on land) \_\_\_\_\_

Provide details of any increase or decrease amount owed by adult:

**6. Disclose other matters**

List any other transaction involving the acquisition, disposition, gifting or lending of real or personal property of the adult that has not been recorded in Sections 4 or 5:

## 7. Sign and date this Financial Account ---

If more than one representative, each one must sign.

**I declare** that the information in this form is true, accurate, and complete.

Signature of representative \_\_\_\_\_

Date \_\_\_\_\_

Signature of representative \_\_\_\_\_

Date \_\_\_\_\_