

File Number: _____

Financial Information in Support of a Notice of Rent Increase

RE: _____
 Name and address of Mobile Home Park

LANDLORD INFORMATION: _____
 Name

Address _____ Postal Code _____

Home Phone _____

Business Phone _____

I declare that the information included in this document and in the attachments is true and complete, and that the information represents a consistent presentation for all accounting periods reported.

 Signature of Landlord

 Date

Identify the number and approximate size of lots in the park: For example, 10 @ 1000 m², 10 @ 900 m², 10 @ 800 m² = 30 lots.

_____ @ _____ m² _____ @ _____ m²

_____ @ _____ m² _____ @ _____ m²

Attach additional page(s) if necessary

Total: _____ Mobile home lots in park

Identify the services and amenities that are presently provided and paid for by the landlord and included in the rent payable.

_____ Water	_____ Sewer	_____ Electricity
_____ Snow removal	_____ Garbage removal	_____ Recycling facilities
_____ Street lighting	_____ Additional storage area	_____ Park security
_____ Park superintendent	_____ Other: _____	

Are the services identified above available in identical form to all tenants? If no, briefly explain:

Briefly explain why you have served tenants with a Notice of Rent Increase: _____

INCOME AND EXPENSES SUMMARY

Total (potential) income for 12 month period prior to rent increase:

_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
(1) TOTAL \$				_____

Vacancies:

_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
_____	Lots @ \$ _____	/month = \$ _____	x 12 = \$ _____	
(2) TOTALS \$				_____

Other income (3) \$ _____ (4) \$ _____
 (parking, laundry, etc.)

TOTAL (1) + (3) \$ _____

Enter proposed "Other Income for 12 month period after rent increase in line (4).

Enter date that 12 month period ends: _____

EXPENSES:	12 months Before Rent Increase	12 months After Rent Increase
Management Fee	\$ _____	\$ _____
Staff wages	\$ _____	\$ _____
Property taxes	\$ _____	\$ _____
Insurance	\$ _____	\$ _____
Water and sewer	\$ _____	\$ _____
Electricity	\$ _____	\$ _____
Fuel	\$ _____	\$ _____
Snow removal	\$ _____	\$ _____
Garbage removal	\$ _____	\$ _____
Repair and Maintenance	\$ _____	\$ _____
Miscellaneous	\$ _____	\$ _____
Other	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____
NET INCOME	\$ _____	

MUNICIPAL PROPERTY ASSESSMENT \$ _____ \$ _____
 (Attach copy)

CAPITAL COSTS

THIS SECTION TO BE COMPLETED FOR WORK COMPLETED PRIOR TO THE EFFECTIVE DATE OF THE NOTICE OF RENT INCREASE.

Attach copies of receipts, estimates, etc.

- Description of work: _____

Completion date: _____

Cost: \$ _____ Expected life: _____ years

- Description of work: _____

Completion date: _____

Cost: \$ _____ Expected life: _____ years

PROJECTED CAPITAL COSTS

THIS SECTION TO BE COMPLETED FOR WORK COMPLETED AFTER THE EFFECTIVE DATE OF THE NOTICE OF RENT INCREASE.

- Description of work: _____

Completion date: _____

Cost: \$ _____ Expected life: _____ years

- Description of work: _____

Completion date: _____

Cost: \$ _____ Expected life: _____ years

Attach additional sheet if necessary.

