

# FORM 10 LANDLORD STATEMENT OF INCOME AND EXPENSES

TO: Residential Tenancy Office  
P.O. Box 577  
Charlottetown, PE C1A 7L1  
Telephone: (902) 368-7878 or 1-800-501-6268  
Email: Email: [askrental@peirentaloffice.ca](mailto:askrental@peirentaloffice.ca)

RE: The residential property located at: \_\_\_\_\_

**REQUIRED INFORMATION TO BE INCLUDED:**

- Rent ledger for the three (3) years preceding the date of this application; and
- Income and Expenses for the three (3) years preceding the date of the application that the Director considers relevant and reasonable in order to calculate the return on the landlord's capital investment.

<b>INCOME</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
1. Rental Income at 100% Occupancy (Includes all revenues including laundry, parking, etc.)	\$	\$	\$
2. Less: Vacancy / Arrears Losses	\$	\$	\$
3. Net Building Income Before Expenses (Subtract #2 from #1)	\$	\$	\$

**EXPENSES**

4. Interest Payments on First Mortgage	\$	\$	\$
5. Interest Payments on Second Mortgage	\$	\$	\$
6. Fuel	\$	\$	\$
7. Water and/or Sewerage Charges	\$	\$	\$
8. Electricity	\$	\$	\$
9. Insurance	\$	\$	\$
10. Provincial Property Tax	\$	\$	\$
11. Municipal Property Tax	\$	\$	\$
12. Management Fees	\$	\$	\$
13. Maintenance	\$	\$	\$
14. Capital Expenditures (as shown on reverse)	\$	\$	\$
15. Other (Specify):	\$	\$	\$
16. Total Operating Expenses (Add #4 through #15)	\$	\$	\$

**OPERATING INCOME**

17. Net Profit (or Loss) (Subtract #16 from #3)	\$	\$	\$
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**MORTGAGES AND DEBT SERVICING**

	<b>Yes</b>	<b>No</b>
Are the premises mortgaged?		
If "yes" does the mortgage include other buildings owned by you?		

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If "yes" was selected on the previous question regarding other buildings, complete section below and attach a document setting out the particulars of the other buildings, including the number of rental units they contain, the rent for each, and the percentage of mortgage payments you attribute to the premises that are the subject of this application.

	First Mortgage	Second Mortgage
Amount of Original Mortgage	\$	\$
Date Taken Out (MM/DD/YYYY)		
Amortization Period	___ Years	___ Years
Current Renewal Term	___ Years at ___ %	___ Years at ___ %
Termination Date of Current Renewal Term	_____, 20__	_____, 20__
Current Monthly Interest Payments	\$ _____ *	\$ _____ **

\* Should be the same as #4 above

\*\* Should be the same as #5 above

Additional Information: \_\_\_\_\_

(Attach another sheet if necessary)

## CAPITAL EXPENDITURES

Item	Cost	Expected Life (Yrs)	Annual Write-Off
	\$		\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL</b>			\$ _____ *

\* Should be the same as #14 above

## OTHER INFORMATION

1. Value of Investment in the Property (Purchase price plus Capital Expenditures)	\$
2. Operating Income (same as line #17)	\$
3. Return on Investment (divide line 2 by line 1 x 100 for %)	\$
4. Year Property was Purchased	

## DECLARATION

I HEREBY DECLARE that the information contained herein is true and complete in all respects and that the presentation of information represents a consistent basis for all accounting periods reported.

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

(Day/Month/Year)

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

(Print Name)

The address and contact information of the Residential Tenancy Office is  
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 Email: [askrental@peirentaloffice.ca](mailto:askrental@peirentaloffice.ca); Website: [www.peirentaloffice.ca](http://www.peirentaloffice.ca)