

**RENT REPORT**  
**Private & Confidential**

Today's Date:

To be Completed by Property Owner/Manager

List all Tenant Names:

Address:

Home Phone:

Work:

Cell:

Total Number of Occupants:

Number of Adults:

Number of Children:

Utilities paid by tenant(s):

Water: Yes      No

Hydro: Yes      No

Heat: Yes      No

Type: Gas      Hydro      Oil      Wood

Type of Rental Agreement:

Lease: Yes      No

Monthly Rent Cost: \$

Utilities included? Yes      No

Last Month's Rent/Deposit Required: Yes      No

Paid: Yes      No      Amount \$

Date Moved In:

Owner of Property or Designate Manager's/Owner's

Name:

Address:

Landlord Signature

Date:

Telephone Number:

**ROOM & BOARD REPORT (FOOD IF PROVIDED)**

**Private & Confidential**

**Today's Date:**

**List of Tenant Names:**

**Address:**

**Home Phone:**

**Work:**

**Cell:**

**Total Number of Occupants:**

**Number of Adults:**

**Number of Children:**

**Date Moved In:**

**Room & Board Monthly Cost: \$**

**To be Completed by Room & Board Provider**

**Name:**

**Signature of Room & Board Provider:**

**Address:**

**Home Number:**

**Work:**

**Cell:**

**Name of Property Owner:**