

## Required Documents for Rent Increase above the RTB Guideline Application

- The last two (2) Years Audited Financial Statements
- Projected Budget
- Supporting documents for any unusual increase in operating expenses; (actual bills, paid invoices, statements ect.)
- Detailed Monthly Report of the repair and maintenance (General Ledger) :
- Copy of Property Tax Assessment; and
- Copy of Property Insurance

Please be advised that rent increase applications above the RTB guideline must be sent to Manitoba Housing at least four months prior to the rent increase effective dates as you are required to send a proper written notice to the tenants three months before the effective date of the rent increase.

**Note: Incomplete applications will not be processed.**

Send completed application to:  
Rosanne Dudeck  
Portfolio Management Branch  
600-352 Donald St.  
Winnipeg, Manitoba R3B 2H8

Or email to: [Rosanne.Dudeck@gov.mb.ca](mailto:Rosanne.Dudeck@gov.mb.ca)