

Annual Budget Proposal				
		Actual (previous years)		Proposed
Association Administrative Costs	Bank Fees			
	Registry of Joint Stock Fees			
	Office Supplies/ Mail			
	Other			
	TOTAL ADMIN. COSTS			
Road Maintenance Costs	Grading			
	Snow Clearing			
	Dust Control			
	Sand/Gravel			
	Other			
	TOTAL ROAD MAINTENANCE			
Road Improvement Costs	Equipment Rental			
	Culvert Installation			
	Ditching			
	Other			
	TOTAL IMPROVEMENTS			
SUBTOTAL OF COST				
MUNICIPAL ADMINISTRATION FEE (3%)				
TOTAL BUDGET REQUEST				

We hereby certify that this Budget was approved at a duly called meeting of the _____
 _____ Road Association by a majority vote held on _____ 20____
 at _____.

 Association President

 Association Secretary

Executive for Budget Year	
Chairperson	
President	
Vice President	
Treasurer	
Secretary	
Member at Large	
Auditor	
Other	

Primary Contact	
Name:	
Mailing Address:	
Telephone Number:	
E-mail:	

Final Checklist	
Budget approved by majority vote at duly called meeting of the Association	
Minutes of the meeting where budget was approved	
Minutes of the meeting stating and approving the per property fee	
Non-profit status up to date with Registry of Joint Stocks	
Package submitted to Municipality on or before the January 31 st .	

Please forward your annual budget request by the January 31st to:

Manager of Accounting
 Municipality of East Hants
 230-15 Commerce Court
 Elmsdale, Nova Scotia
 B2S 3K5