



RENTAL PROPERTY SUMMARY

CHECKLIST

Address of Rental Property : _____

Ownership Percentage : _____

Full name and Sin of Co-Owners : _____

Rental Income	Dollar Amount (\$)
Gross Rental Income:	
Rental Expenses	
Advertising:	
Insurance:	
Mortgage Interest:	
Office Expense:	
Legal and Accounting:	
Management and Admin:	
Repairs and Maintenance:	
Property Taxes:	
Travel:	
Utilities:	
Other (please specify):	
Net Rental Income	

*** While you do not need to send us your individual expense receipts, please note that Canada Revenue Agency may ask to see these at some point after your tax return has been filed. Acceptable receipts must be issued by the vendor (not a credit card statement) and should include the date, vendor name, and amount paid. CRA also requires that automobile expense claims be supported by a mileage log.*