



RENTAL PROPERTY CHECKLIST

	Property 1	%	Property 2	%	Property 3	%
<b>Owner Name:</b>						
<b>Co-Owner Name:</b>						
<b>Address:</b>						
<b>Income:</b>						
Gross Income						
Number of Units						
<b>(A) Total Income</b>						
<b>Expenses:</b>						
Advertising						
Insurance						
Interest						
Office Expenses						
Legal & Professional Fees						
Management & Administration Fees						
Maintenance & Repairs						
Salaries & Wages						
Property Taxes						
Travel						
Utilities						
Motor Vehicle Expenses						
Other Expenses*						
<b>(B) Total Expenses</b>						
<b>Net Rental Income (A – B)</b>						

\*Please itemize these expenses.

If you have more than three properties please attach details on a separate sheet.

Do not forward any receipts, however, you should have them available should CRA request them.