

Rental Income Summary

If you have a rental property, please complete the following form and return it to our office with your tax records.

Name: _____ % _____

Name: _____ % _____

Property Address: _____

City: _____ Province: _____ Postal Code: _____

Is rental part of your residence? Y N

If not part of residence:

Total Residence _____ Sq Ft

of days rented in tax year _____

Rental Portion _____ Sq Ft

of days personal use in tax year _____

Income:

Gross Rent (Number of Units _____) _____

Other Income (Details _____) _____

Total income _____

Expenses:

Advertising _____

Insurance _____

Interest – Mortgage _____

Interest – Other (line of credit) Legal & _____

Accounting Fees _____

Office _____

Management & Administrative Fees _____

Maintenance & Repairs* _____

Salaries, Wages & Benefits Property _____

Taxes _____

Utilities _____

Automobile expenses (attach completed _____

automobile questionnaire) _____

*Detail ~~Total~~ large expenses included in Maintenance & Repairs

Purchase or Sale (in the current tax year) provide copies of:

- Statement of Adjustments
- Other expenses incurred to sell the property
- Mortgage / finance documents
- Order to Pay