

# RENTAL REVENUE AND EXPENSES

Name: \_\_\_\_\_

Tax Year: \_\_\_\_\_

Rental address: \_\_\_\_\_

Number of Units: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

## RENTAL REVENUE

TOTAL Gross Rental Income (\$)

Does your rental income include short-term rental income for stays less than one month? YES | NO

If YES indicate how much (\$)   
(If short-term rental income exceeds \$30k, you must register for HST)

Other related income (\$)

Did you purchase or sell a rental property this year?  
Please submit ALL legal documents pertaining to the purchase or sale, including the final statement of adjustments

## PURCHASE INFORMATION

Date

Price

Land (%)

Building (%)

Legal fees, etc.

Equipment

PERSONAL USE %

## RENTAL EXPENSES

Advertising

Insurance

Interest and bank charges

Office expenses

Legal, accounting, professional fees (apart from purchase/sale)

Management and administration

Routine repairs & maintenance

Salaries, wages, benefits (incl. employer contributions)

Property taxes

Travel

Utilities

Other (please specify) \_\_\_\_\_

Other (please specify) \_\_\_\_\_

## WHO IS THE LEGAL OWNER?

Please indicate ALL names on legal documents

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## MORTGAGE #1

Amount

Term

Interest rate

Amortization

Payment freq.

## MORTGAGE #2

Amount

Term

Interest rate

Amortization

Payment freq.

## SELLING INFORMATION

Date

Selling price

Legal fees

Real estate

Other

## OTHER CAPITAL ADDITIONS

Appliances (specify)

Renovations (specify)

Other (specify)

## OTHER CO-OWNER EXPENSES

Expense (specify)

### REMINDER:

Please keep all receipts to substantiate claims made on your 2023 tax return for six years. They may be requested by CRA.

## DETAILS OF CO-OWNERS AND PARTNERS

FIRST NAME	LAST NAME	SIN	%
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Co-Ownership

Partnership

