

# T1 Rental Property Checklist



**DETAILS OF PROPERTY**

Address of Rental Property: \_\_\_\_\_ City \_\_\_\_\_  
 Province/State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
 Ownership Percentage (%) \_\_\_\_\_  
 Full Name and SIN of Co-Owners \_\_\_\_\_

**RENTAL INCOME:**

**Gross Rental Income** \$ \_\_\_\_\_

**RENTAL EXPENSES:**

Advertising \$ \_\_\_\_\_  
 Mortgage Interest \$ \_\_\_\_\_  
 Insurance \$ \_\_\_\_\_  
 Property Taxes \$ \_\_\_\_\_  
 Office Expense \$ \_\_\_\_\_  
 Legal & Accounting \$ \_\_\_\_\_  
 Management & Admin \$ \_\_\_\_\_  
 Repairs & Maintenance \$ \_\_\_\_\_  
 Utilities \$ \_\_\_\_\_  
 Travel \$ \_\_\_\_\_  
 Other (please specify) \_\_\_\_\_  
 \_\_\_\_\_

**Net Rental Income** \$ \_\_\_\_\_

Did you pay for any major renovations or large purchases during the tax year?

If "YES", please provide details of the renovations/purchase and the cost amount.

**Renovation/Purchase**

<b>Amount</b>	<b>Description</b>
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

\* 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.