ChimSeto CPAs

T: 905-513-7773 • F: 905-513-7775
Email: service@chimseto.ca • Website: www.chimseto.ca
9140 Leslie Street, Suite 110, Richmond Hill, Ontario L4B 0A9

REAL ESTATE RENTALS INCOME/EXPENSE CHECKLIST

Identification

Name _____

For the period from (dd/mm/yy) _____ to _____

Partnership filer identification number _____ Tax shelter identification number _____

Your % of ownership _____ Final year of rental operation ? Yes ____ No ____

Co-owners/partners name _____ and % of ownership _____

Income

Property Address _____

City _____ Province _____ Postal code _____

Gross rent income	
Other related income	

Expenses

Personal use percentage _____ %

	Total Expenses
Advertising	
Insurance	
Interest	
Office expenses	
Legal, accounting and other professional fees	
Management & administration fees	
Maintenance & repairs	
Salaries, wages and benefits (with employer's contributions)	
Property taxes	
Travel	
Utilities	
Motor vehicle expenses (see p.2)	
Other expenses	
Total	$ -

Note: Please attach purchase/sale agreement and statement of adjustments if the property is being purchased or sold during the year.

Claim for auto expenses only for out - of - town property held (See page 2)

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AUTOMOTIVE EXPENSE CHECKLIST

Identification

Name _____

For the period from (dd/mm/yy) _____ to _____

Calculation of Allowable Motor Vehicle Expenses

Kilometres driven in taxation year to earn income	
Total kilometres you drove in the taxation year	

	Gross	HST	Net
Vehicle - year purchased - _____			
Fuel (gas, propane, oil, etc.)			
Maintenance and repairs			
Insurance			
Licensing and registration			
Interest -			
(amount borrowed - $ _____ rate _____ %)			
Leasing costs			
Other expenses _____			
Other expenses _____			
Less: total rebates, allowances & repayments you			
received that are not included in income			

Note: Please attach any purchases, sale, financing or lease agreements if signed during the year