

Rental Property

2017 Tax Worksheet

- Complete a separate checklist for each property you want to report.
- Please include last year's tax return if we did not do your taxes last year.

YOUR INFO

Your Name(s)		Ownership %	Tax Year
Rental property address			
Rental start date	Rental end date	# of units	Rental Income
Is rental unit in your home?	Sq ft of Rental space	Sq ft of Entire home	

DEDUCTIBLE RENTAL EXPENSES

Advertising [cost of ads]	Maintenance & repairs [rental unit only]
Insurance [property insurance]	Maintenance & repairs [home or yard, entire property]
Interest [on mortgage]	Salaries, wages & benefits [property mgmt]
Office expenses [postage /stationary /other]	Property taxes
Professional fees [tax prep fees /legal fees]	Travel [if property outside of home area]
Management & Administrative fees	Utilities [electricity/ heat/ gas/ long distance fees]
Other expenses [details & cost]	

MOTOR VEHICLE COSTS you must keep a mileage log, CRA might ask for proof

Make / model / year	
Total mileage for the year	Total mileage for rental unit
Fuel	License fee
Insurance	Car maintenance
Lease payments	Parking charges
BCAA	Car loan interest

DID YOU SELL A PROPERTY THIS TAX YEAR?

Date of sale	Year purchased
Sale price	Purchase price
Legal fees when sold	Legal fees when bought
Did you deduct depreciation on the building in the past?	

Comments / Notes
