



**RENTAL INCOME WORKSHEET**

	Address	Your share of property	Portion rented	Units available for rent
Property #1				
Property #2				
Property #3				

**Changes in your rental property? Please provide details of:**

- Purchase of any new rental property in the year (should be included above), including any new business number.
- Sale of a rental property during the year - may trigger capital gains.
- Changes in your %age ownership, occupancy during the year.
- Starting to rent/stopping renting out all or part of your home.

Please summarize your rental income and expenses below.

**If you are registered for HST on your rental property, please call to discuss.**

Income:	Property #1	Property #2	Property #3
Rental income			
<i>Total expenses (do not apportion to reflect %age of the property that is rented):</i>			
Advertising			
Insurance			
Mortgage interest (not principal)			
Maintenance and repairs			
Condo / admin or management fees			
Office expenses			
Legal, accounting, other professional			
Property taxes			
Salaries and benefits paid to anybody except owner, to manage the property			
Travel			
Utilities			
Other			

**Don't forget to send your supporting documents!**