

**RENTAL PROPERTY SCHEDULE**

This rental property checklist is to be used as a guide in order to organize your rental income and expenses for the calendar year. Based on your paid invoices and cancelled cheques, please record total amounts on this form. please note that for Canada Revenue Agency audit purposes, receipts for all expenditures should be available and are the responsibility of the taxpayer.

**CRA has instituted new rules with respect to short-term rental income. Short-term rentals exist if you rent your property for periods of less than 90 days during the year.**

Name of Taxpayer: \_\_\_\_\_

Address of Rental Property: \_\_\_\_\_  
 \_\_\_\_\_

**REVENUE**

Gross rental income received or earned during calendar year	Long-term residential rent	<input type="text"/>
	Short-term rent	<input type="text"/>
	Commercial rent	<input type="text"/>

**EXPENSES**

Advertising expense	<input type="text"/>
Insurance	<input type="text"/>
Mortgage interest (please provide copy of mortgage statement)	<input type="text"/>
Repairs and maintenance (attach invoices for large items please)	<input type="text"/>
Property Taxes	<input type="text"/>
Heat, hydro, water, hot water heater	<input type="text"/>
Travel expense	<input type="text"/>
Real estate commissions	<input type="text"/>
Other (provide details) _____	<input type="text"/>
Furnishings purchased during the year for the property (provide details)	<input type="text"/>
Percentage used for personal residence _____ %	

**I confirm that I/we are compliant with CRA's rules with respect to being registered with my/our municipality if the municipality requires a registration.**

\_\_\_\_\_