



Real Estate Rentals Worksheet

Complete one form for each rental property. All information entered below should be supported by receipts. Although we do not need to see the receipts, please keep them in case the CRA requests to see them.

Rental property details				
Your name				
Did you buy or sell this rental property during the year?	<input type="checkbox"/> Yes* <input type="checkbox"/> No			
*If you answered yes to the above, please provide all supporting documents relating to the purchase/sale				
Address				
City		Province		Postal code
Number of units		Rent-to-own?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Ownership	<input type="checkbox"/> 100% owned <input type="checkbox"/> Partnership <input type="checkbox"/> Joint venture co-owned			
Owner 1	Name:		% Owned	
Owner 2	Name:		% Owned	
Owner 3	Name:		% Owned	
Have you or a family member ever lived in the property?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please provide details below, including who, time period, portion if multiple units, etc:				
Is there a possibility that you or a family member will live in the property?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please provide details below:				
Income summary				
If the property is GST/HST registered and you can claim input tax credits for all or a portion of the property, please complete the three columns below; otherwise you only need to complete the last column for the total including GST/HST.				
	Amount	GST/HST	QST (if applicable)	Total
Rent money received				
Non-refundable deposits for rent-to-own properties				
Other income (specify):				
Expense summary				
Please enter the full amount of your expenses for this property. If there is a personal portion included in the the expenses, indicate how much is personal in the form of a percentage.				
	Amount	GST/HST	QST (if applicable)	Total
Advertising (e.g. ads, gifts, promotion)				
Insurance				
Interest				
Office expenses (e.g. postage, stationery)				
Telecommunication - related to rental				
Professional fees (e.g. accounting/legal fees)				
Management and administration fees				
Advertising (e.g. ads, gifts, promotion)				
Insurance				
Interest				
Office expenses (e.g. postage, stationery)				
Telecommunication - related to rental				
Professional fees (e.g. accounting/legal fees)				
Management and administration fees				
Repairs and maintenance				

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Expense summary (continued)				
	Amount	GST/HST	QST (if applicable)	Total
Sub-contractors				
Landscaping/snow removal				
Repairs to appliances				
Other repairs and maintenance				
Salaries, wages, and benefits				
Property taxes				
Travel (e.g. lodgings, cab fares, planes, bus)				
Utilities (heat, hydro, water, sewer)				
Motor vehicle	Complete motor vehicle expenses worksheet			
Inspection fees				
Superintendent				
Condo fees				
Education (e.g. courses, materials, manuals)				
Refinancing fee				
Date refinanced:		--		
Other expenses (please describe):		--		

Capital asset additions/dispositions (if applicable)			
Date	Description	Bought for	Sold for

Property details			
If new:		If sold:	
Date of purchase		Date of sale	
Purchase price of rental property		Sale price	
Legal fees and disbursements		Real estate costs and commissions	
Appraisal fees		Legal fees and disbursements	
Land transfer taxes			
Financing fees			

Allocation of immediate expensing limit (if applicable)			
significantly increase the writeoff of certain capital asset purchases. Annual limits do apply and must be shared among members of https://www.bdo.ca/en-ca/insights/tax/tax-articles/immediate-expensing-ccpcs/			
Do you have an ownership interest in a private Canadian corporation or partnership with only individuals or			<input type="checkbox"/> Yes <input type="checkbox"/> No
Did any of these entities also purchase assets this year?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Did any of these entities use the immediate expensing annual limit for the capital assets purchased?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes complete the following:			
Name of privately owned entity	Entity Type	Details of investment owned (share type,	Amount of