

**APPENDIX A: RENTAL PROPERTY SUMMARY**

Please prepare this form for EACH rental income-producing property

Was the property used for short-term rentals (Airbnb)?      Yes      No

**Comments**

Address of Property	
Percent owned	
Full Name and SIN of Co-Owners	

**Rental Income:**

Rent collected	
Other Income: (specify)	

**Rental Expenses:**

Advertising	
Insurance	
Office expenses	
Legal and accounting	
Management and administration fees	
Maintenance and repairs	
Salaries, wages and benefits (including employer's contributions)	
Property taxes	
Travel	
Utilities	
Mortgage interest	
Bank charges	
Other (specify)	

**Did you pay for any major renovations or large purchases (appliances, windows, etc.) during the tax year?**

Yes      No

If "YES", please provide details below:

Description of Expense	Amount

\* While you do not need to send us your individual expense receipts, please note that Canada Revenue Agency may ask to see these at some point after your tax return has been filed. Acceptable receipts must be issued by the vendor (not a credit card statement) and should include the date, vendor name, and amount paid. CRA also requires that automobile expense claims be supported by a mileage log.