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Name: _____

The information gathered in this checklist will assist with the preparation of your tax return. It is not meant to replace professional advice. For more information, please contact the office or click on the following link to be directed to CRA's website.

[CRA - Rental Income & Expenses](#)

Rental Property

Please fill out one sheet for each property

Property address: _____ City: _____
 Province: _____ Postal Code: _____

Purchase price of property: \$ _____ Value of Building: \$ _____
 Year purchased: _____ Value of Land: \$ _____

Is it part of a personal use property. _____
 What percentage of the property is personal use _____
 If yes, what year was there a change in use _____

Owner: _____ SIN # _____ % ownership: _____
 Owner: _____ SIN # _____ % ownership: _____

ACB:

Purchase price (above): \$ _____
 Legal: \$ _____
 GST on purchase price: \$ _____
 Property Transfer Tax \$ _____
 Land Title Registration of Transfer: \$ _____
 Land Title Registration of mortgage: \$ _____
 Land Title Search fee: \$ _____
 State of Title Certificate: \$ _____
 Capital improvements (below): \$ _____
 Total \$ _____

Capital improvements:

Year: _____ Description: _____ Cost: \$ _____
 Year: _____ Description: _____ Cost: \$ _____
 Total \$ _____

Prepared by: _____

Date: _____

Please ensure that you keep all receipts to substantiate your improvements.