

# Rental Worksheet

Instructions for completing this form. You must complete Section "A", and Section "B" if you "OWN" the vehicle, or Section "C" if you "LEASE" the vehicle.

## Section "A"

Total Km's driven during taxation year  
Total Km's driven for business use


Vehicle Make & Model  
Year of Vehicle


### Vehicle Expenses

Insurance Paid for months in taxation year  
Vehicle Registration  
Fuel & Oil Costs  
Repairs & Maintenance


## Section "B"

Date Vehicle Purchased  
Value when purchased


### If there is a loan on the vehicle

Date Interest Payments Commenced  
Date Interest Payment Terminated  
Total Interest paid for taxation year


## Section "C"

Date Vehicle Leased  
Date Lease is Terminated  
Total Lease payments for taxation year  
Manufacturer's List Price of vehicle


## Section "D"

Advertising of Rental Units  
Insurance on Building  
Interest paid on Mortgages or loans for Rental Unit  
Management and Administration Fees  
Office Expenses  
Legal, Accounting and other Professional fees  
Property Taxes  
Salaries, Wages and Benefits  
Travel  
Hydro  
Water & Sewage  
Phone  
Internet  
Cellular


## Section "E"

List of Property Owners and Percentage

### **Owner # 1**

Name  
Street Number  
Street Name  
Apartment Number  
City  
Postal Code  
Social Insurance Number  
Percentage of Ownership


### **Owner # 2**

Name  
Street Number  
Street Name  
Apartment Number  
City  
Postal Code  
Social Insurance Number  
Percentage of Ownership


### **Owner # 3**

Name  
Street Number  
Street Name  
Apartment Number


City  
Postal Code  
Social Insurance Number  
Percentage of Ownership


**Section "F"**

Date Building Purchased  
Value of Purchase


\* NOTE: If this is not the first year for your building - you must provide A-1 Bookkeeping with a copy of your previous year's tax return in order to determine the proper amount of depreciation that you will be entitled to claim.

\* NOTE: If this is the first year for your building - don't forget to provide the "Purchase and Sale Agreement" along with your legal documents. They contain valuable information, and assist us in the preparation of your return.