



# Lawson & Coleman

CHARTERED PROFESSIONAL ACCOUNTANTS



## RENTAL INCOME

Property address: \_\_\_\_\_

Property owners (and ownership percentage): \_\_\_\_\_

Rental square footage: \_\_\_\_\_ Total square footage: \_\_\_\_\_

### INCOME: PLEASE ENTER TOTAL AMOUNT FOR THE YEAR:

Total rent:

Other income:

### EXPENSES:

Advertising:

Insurance:

Interest on mortgage:

Office expenses:

Legal & accounting fees:

Management & admin fees:

Repairs & maintenance:

Salaries, wages & benefits:

Property Taxes:

Travel:

Utilities (heat & electricity):

Motor-vehicle expenses:

Other expenses:

### ADDITIONAL INFORMATION:

Equipment purchases (ie. fridge, stove, etc.):

Equipment disposed:

### ADDITIONAL NOTES:

ALL EXPENSES SHOULD BE TOTALLED FROM ACTUAL RECEIPTS THAT CAN BE  
PRESENTED TO CRA UPON REQUEST IN THE EVENT OF AN AUDIT/REVIEW