



SUN GROUP LLP

RENTAL PROPERTY CHECKLIST

	Property 1	%	Property 2	%	Property 3	%
Owner Name:						
Co-Owner Name:						
Address:						
Income:						
Gross Income						
Number of Units						
(A) Total Income						
Expenses:						
Advertising						
Insurance						
Interest						
Office Expenses						
Legal & Professional Fees						
Management & Administration Fees						
Maintenance & Repairs						
Salaries & Wages						
Property Taxes						
Travel						
Utilities						
Motor Vehicle Expenses						
Other Expenses*						
(B) Total Expenses						
Net Rental Income (A - B)						

*Please itemize these expenses.

If you have more than three properties please attach details on a separate sheet.

Do not forward any receipts, however, you should have them available should CRA request them.