Rental Income Tax Preparation Checklist

--- General Information ---

[ ]  Address of your rental property\_\_\_Put in a address here\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Rental period\_\_\_\_\_\_\_\_2018-01-01 to 2018-12-31\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Do you have a co-owner of this property? If yes, what is the name and address of the co-owner, and the percentage of ownership?\_\_\_\_\_\_\_\_\_ yes wife/husband 50%\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Your gross rental income\_\_\_\_\_\_\_\_\_\_\_$1000/month\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

--- Rental Business Expenses ---

[ ]  Advertisement\_\_\_\_50\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Insurance\_\_\_\_\_\_\_\_\_\_\_\_\_320\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Interest\_\_\_\_\_\_\_\_\_\_\_3520\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Office expense\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Legal and accounting fees\_\_100\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Management and administration fees\_\_\_3210\_\_

[ ]  Maintenance and repairs\_\_\_\_\_\_\_300\_\_\_\_\_\_\_\_

[ ]  Salaries, wages, and benefits\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Property taxes\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2100\_\_\_\_\_\_\_\_

[ ]  Travel\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Utilities\_\_\_\_\_\_\_\_\_\_\_\_500\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Motor vehicle expenses\_\_\_\_\_\_\_\_\_50\_\_\_\_\_\_\_

[ ]  Other expenses\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note: Bought furniture $1500

--- Capital Cost Allowance ---

[ ]  Furnitures\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Cost value of the building\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Renovation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Others\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_