



Tax Document Checklist

Rental Income

Income

Rental income

Deductibles

Advertising

Insurance

Loan/ line of credit interest and bank charges

Office expenses – includes software

Professional fees (legal and accounting fees)

Management and administration fees

Repairs and maintenance

Salaries, wages and benefits

Property taxes

Travel expenses

Utilities – light, heat, water, phone and internet

IT equipment – computers, laptops, screens, printers etc.

Furniture

Machinery, vehicles and equipment used 100% for rental income

Vehicle expenses – pro-rated at % of use to earn rental income

- Fuel
- Insurance
- License and registration fees
- Maintenance and repairs
- Lease costs
- Interest on financing
- Parking and tolls