

# Residential Rental Property Addendum

This addendum is for clients who own a residential rental property (excluding AirBnB, short-term, or self-employment rentals).

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Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Sole Owner  Partnership Number of Units: \_\_\_\_\_

**Partner Information (if applicable)** Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

S.I.N: \_\_\_\_\_ D.O.B (YYYY/MM/DD): \_\_\_\_\_ % of Partnership: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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## Expense Checklist

**For properties in primary residence, specify:** Sq ft used to earn rental income: \_\_\_\_\_ Total Sq ft: \_\_\_\_\_

Insurance  Bank charges  Office expenses  Professional fees  Management & Administration fees

Repairs & Maintenance  Property taxes  Travel  Utilities  Mortgage Interest  Supplies

Other: \_\_\_\_\_

## Motor vehicle expenses (if applicable):

KM driven to earn rental income: \_\_\_\_\_ Total KM driven in tax year: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Fuel  Insurance  Maintenance  Registration  Interest  Lease (if applicable)

*Note: A logbook is required to substantiate motor vehicle expenses in case of audit.*

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## Disposition of Rental Property

Date of Acquisition (YYYY/MM/DD): \_\_\_\_\_ Date of Disposition (YYYY/MM/DD): \_\_\_\_\_

Purchase Price: \$ \_\_\_\_\_ Sale Price: \$ \_\_\_\_\_ Cost of Disposition: \$ \_\_\_\_\_

**Principal Residence Designation:**  I designate the property as my principal residence for all years I owned it (or

all except one year).  I designated the property as my principal residence for some but not all years I owned it.

I designated multiple properties as principal residences for some or all years I owned them.

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**Acknowledgment:** By signing below, I confirm that all information provided is true and accurate. I understand that Numbers & Letters Business Solutions Ltd prepares my return, but the CRA makes the final determination on assessments.

\_\_\_\_\_  
Client Signature:

\_\_\_\_\_  
Date (YYYY/MM/DD)