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accounting made simple

Rental income/expenses

Address: _____

Joint owner: _____

Joint ownership _____%

Income \$ _____

Expenses

Advertising \$ _____

Insurance \$ _____

Mortgage interest \$ _____

Repairs \$ _____

Property taxes \$ _____

Salaries \$ _____

Utilities \$ _____

Condo/Strata fees \$ _____

Other Expenses _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Major renos & purchases

_____ \$ _____

_____ \$ _____

_____ \$ _____

Sale of Real Estate

Address: _____

Date sold: _____

Purchase date: _____

Joint owner: _____

Purchase Price: _____

Legal costs on purchase \$ _____

Additions/improvements \$ _____

Sale Price \$ _____

Legal costs on sale \$ _____

Commission paid on sale \$ _____

Other selling expenses \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Business Income & Expenses

Name of business: _____

Type of business: _____

Joint owner:

Joint owner _____ %

Income \$ _____

Advertising \$ _____

Licenses and dues \$ _____

Insurance \$ _____

Interest/bank charges \$ _____

Delivery and Freight \$ _____

Meals/Entertainment \$ _____

Office supplies \$ _____

Professional fees \$ _____

Rent \$ _____

Repairs & Maintenance \$ _____

Salaries \$ _____

Supplies \$ _____

Telephone \$ _____

Travel \$ _____

Utilities \$ _____

Other Expenses \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Home office expenses

Business and employment

Sq footage of business use _____

Sq footage of house _____

Expenses

Heat \$ _____

Hydro \$ _____

Water \$ _____

Insurance \$ _____

Maintenance \$ _____

Mortgage interest \$ _____

Property Taxes \$ _____

Sewer \$ _____

Garbage/Recycling \$ _____

Employment Expenses

T2200 required

Accounting \$ _____

Advertising, promotion \$ _____

Meals/Entertainment \$ _____

Lodging \$ _____

Parking \$ _____

Office Supplies \$ _____

Telephone \$ _____

Other Expenses

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Automobile expenses

Business and employment

Year/Make of car: _____

Purchase Price: \$ _____

Year of Purchase _____

Total Km driven in the yr _____

Total Km driven business _____

Expenses

Fuel \$ _____

Repairs \$ _____

Insurance \$ _____

Loan Interest \$ _____

Lease Payments \$ _____