

Rental Property Worksheet

(Use a separate sheet for each property. Do not duplicate expenses.)

Address of property: _____ City _____

Owned by: ___ Client ___ Spouse ___ Jointly Ownership %: _____

Days rented: _____ Days rented at fair market value: _____

Days of personal use (including use by relatives): _____

If property was purchased or sold, please include the HUD-1 settlement form or other closing statement.

Income from Rent: \$ _____

Include advance rents in the year made. Do not include security deposits that will be returned to the tenant.

Expenses:

Advertising	\$ _____
Cleaning & maintenance	\$ _____
Commissions	\$ _____
Insurance	\$ _____
Legal & professional fees	\$ _____
Management fees	\$ _____
Mortgage interest paid (Please include all Forms 1098)	\$ _____
Repairs (separately list major improvements, such as a new roof)	\$ _____
Supplies	\$ _____
Real Estate taxes	\$ _____
Utilities	\$ _____
Major improvements & appliances (list separately by date)	\$ _____
Other (please attach an itemized list)	\$ _____
Total Expenses except mileage & depreciation:	\$ _____

Did you pay \$600 or more to any person?

___ Yes; Please attach a copy of the 1099-NEC ___ No

Rental-related mileage:

NOTE: Keep a written mileage log with the date, miles, and business purpose for each trip.

The IRS disallows deductions if there is no log. Attach a statement for each vehicle used.

Month/day/year vehicle was placed in service for business use: _____

Make, model, and year of vehicle _____

Total miles this vehicle was driven this year, regardless of purpose _____

Odometer reading 12/31: _____

Odometer reading 1/1: _____

Total Rental-related miles driven for this property 1/1-6/30 _____

Total Rental-related miles driven for this property 7/1-12/31 _____

Energy Related: List all energy-saving improvements. Extra tax savings are available for Solar Panels, heating and cooling systems, windows, insulation, hot water tanks, among other items. Note if financed.