

Rental Income and Expenses

Taxpayer Name	
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Property Information

Address (including unit number, city, state and zip)

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Property type (place X next to applicable choice below)

single family residence	<input type="checkbox"/>	commercial	<input type="checkbox"/>
multi-family residence	<input type="checkbox"/>	land	<input type="checkbox"/>
vacation rental	<input type="checkbox"/>	other (explain)	<input type="checkbox"/>

Property owner (place X next to applicable choice below)

taxpayer	<input type="checkbox"/>	joint	<input type="checkbox"/>
spouse	<input type="checkbox"/>		<input type="checkbox"/>

Ownership percentage

Number of days rented at fair rental value

Number of days used personally

Active participation (yes/no)

(Enter yes if ownership is at least 10% and you made management decisions and/or arranged repairs)

Income

Rent Received	Amount on 1099-MISC	<input style="width: 90%;" type="text"/>
	Amount by cash or check	<input style="width: 90%;" type="text"/>
	Other rental income	<input style="width: 90%;" type="text"/>

Notes

1. If your rental is a new acquisition or refinance, we need a copy of HUD Statement
2. With this organizer, we need copies of 1099MISC, lease contract, property tax statements, year-end property management reports, 1098 from bank(s)
3. We do not need receipts for repairs, supplies & utilities. Keep for your record

Expenses

Advertising	<input style="width: 90%;" type="text"/>
Commissions	<input style="width: 90%;" type="text"/>

Management fees	<input style="width: 90%;" type="text"/>
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Mortgage insurance (PMI)	<input style="width: 90%;" type="text"/>
Other insurance	<input style="width: 90%;" type="text"/>

Legal/Professional fees	<input style="width: 90%;" type="text"/>
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Mortgage interest (1098)	<input style="width: 90%;" type="text"/>
Other interest	<input style="width: 90%;" type="text"/>

Utilities (garbage, water, gas, etc.)	<input style="width: 90%;" type="text"/>
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Repairs	<input style="width: 90%;" type="text"/>
Supplies	<input style="width: 90%;" type="text"/>
Cleaning & maintenance	<input style="width: 90%;" type="text"/>

Real estate taxes	<input style="width: 90%;" type="text"/>
Other taxes / Licenses	<input style="width: 90%;" type="text"/>

Rental Mileage	<input style="width: 90%;" type="text"/>
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Other expenses (HOA, Gardener, etc. - list below)	<input style="width: 90%;" type="text"/>
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>

New Capital Asset / Renovation
