

SCHEDULE E WORKSHEET - INCOME FROM RENTAL PROPERTY

COMPLETE A SEPARATE SCHEDULE FOR EACH PROPERTY

PROPERTY INFORMATION

Taxpayer name: _____ Tax year: _____

Address location of property: _____

Description of property _____

Type of property? Residential rental Commercial rental Other (describe) _____

Who owns this rental property? Taxpayer Spouse Joint Other (describe) _____

Total number of rental units in this property _____

If the property, based on physical space, is not 100% rental use, what % of the property is used for rental activities? _____

RENTAL ACTIVITY

1. Number of days the property was occupied by you, a member of your family or any individual not paying rent at fair market value _____
2. Number of days the property was rented during the year _____
3. Number of days the property was not occupied but available for rent _____
4. If short-term rental (i.e. Air BnB), average number of nights each guest rented property _____

YES NO

GENERAL QUESTIONS

5. Is this a new property? If yes, provide the purchase settlement statement. _____
6. Was this property first placed in service during the calendar year? If yes and not a new property please provide the adjusted cost basis of the property. _____
7. Did you sell your property this year? If yes, please provide the selling settlement statement. _____
8. Did you make any payments during the year that would require you to file Form(s) 1099 (i.e. payments to subcontractors > \$600)?
A. If yes, did you file Form (s)? _____
9. Did you participate in the management of the property (i.e. decide on tenants, rents, repairs etc.)? _____
10. Did you use your vehicle this year? If so, please complete a vehicle expense worksheet for each vehicle used during the tax year. _____
11. Were any assets sold, retired, or converted to personal use during the year? If yes, list the assets sold including date acquired, date sold, sales price, and original cost. _____
12. Were any capital improvements made or assets purchased this year? If yes, list improvement/asset purchase price for items > \$2,500. Include copies of purchase invoices. _____
12. If short-term rental (i.e. Air BnB) were there any significant services provided such as breakfast? _____

SUMMARY OF RENTS RECEIVED AND EXPENSES

Please use the table on page 2.

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PROPERTY ADDRESS _____

SUMMARY OF RENTS RECEIVED AND EXPENSES

If property is 100% rental, based on physical space, enter expenses in Column A only.

If property is < 100% rental, based on physical space, enter **direct rental only expenses in Column A** and **combined property expenses in Column B**, such as property taxes. Don't duplicate the same expenses in Column A and B.

Income	Amount
Total rents received	

Expenses	Column A	Column B
	Rental Only Costs	Total Property Costs
Advertising		
Cleaning and maintenance		
Commissions		
Insurance		
Legal and professional - Tax Prep		
Legal and professional - Other		
Management Fees		
Miscellaneous		
Mortgage interest		
Other interest		
Property taxes		
Repairs		
Supplies		
Travel		
Utilities		
Vehicle (Use vehicle worksheet)		
Capital improvements:		
Capital improvements:		
Capital improvements:		