

20 **Rental Checklist** (use one sheet per rental property)

Property Description: _____

Property Type: (Single Family, Commercial, Short Term, etc.)

Address: _____ **City:** _____ **ST:** _____ **Zip:** _____

Did you make any payments that would require you to file Form(s) 1099? _____

If **yes**, did you or will you file all required Form(s) 1099? _____

Days rented at fair rental value: _____ Days used for personal use: _____

Owner of rental: _____

Rental Income: _____

Rental Expenses:

Advertising: _____

Other Interest: _____

Auto: _____

Repairs: _____

Travel: _____

Supplies: _____

Cleaning & Maint: _____

Property Taxes: _____

Commissions: _____

Utilities: _____

Insurance: _____

Bank Service Charges: _____

Legal & Prof fees: _____

Office Supplies: _____

Management fees: _____

Telephone, (busn. Portion only): _____

Mortgage Interest: _____

New Assets Purchased:

Description, Price, Date purchased: _____

Assets Sold:

Description, Price, Date purchased: _____
