

Rental Property Worksheet

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

Address of property: _____

Owned by: _____ Client _____ Spouse _____ Jointly

Days rented: _____ 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 (separate 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 and depreciation	\$ _____

Rental-related mileage:

NOTE: Keep a written log showing the date, miles, and business purpose for each trip. The IRS does not allow a deduction for undocumented miles. If there are multiple vehicles, please attach a separate statement with breakdown per vehicle.

Total Rental-related miles drive for this property _____