

RENTAL PROPERTY

Address: _____

Rent Income _____

Expenses

Advertising _____
 Printing _____
 Legal & Professional Fees _____
 Office Expenses _____
 Repairs & Maintenance _____
 Supplies _____
 Lawn Care _____
 Utilities _____
 Trash Removal _____
 Pest Control _____
 Painting _____
 Management Fees _____
 Other _____
 Other _____

Insurance

Property Insurance _____
 Liability Insurance _____
 Other _____

Interest

Mortgage Interest _____
 Credit Card (business) _____
 Other _____

Travel

Hotels _____
 Airfare _____
 # of Overnight Stays for Business _____
 Car Rental _____
 Other _____

Taxes & License

Property _____
 Other _____

Office In Home

Mortgage Interest _____
 Property Taxes _____
 Home Insurance _____
 Heat _____
 Electric _____
 Water/Sewer _____
 Cable/Dish _____
 Internet _____
 Additional Line _____
 Telephone (Long Distance Only) _____
 Other _____

Square Footage of Home _____
 Square Footage of Office _____
 Date first used as office _____

Office In Separate Location

Internet _____
 Electric _____
 Water _____
 Heat _____
 Telephone _____
 Other _____

Vehicle

Standard Mileage Method
 Business Miles _____
 Interest _____

Actual Expense Method
 Fuel _____
 Insurance _____
 Repairs _____
 Lease Payments _____
 Plates _____

Large Purchases for Rentals (Appliances, Furniture, Improvements, ETC.)

Date	Amount	Description	New or Used?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____