



RENTAL PROPERTY WORKSHEET

RENTAL PROPERTY ADDRESS

Address		City	State	Zip
Date Rental Started	Property Type			

RENTAL INCOMEAMOUNT

Total Rents Received	
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EXPENSESAMOUNT

Advertising & Promotions (Advertising for rental property)	
Business Miles Driven (Miles driven for rental business)	
Cleaning and Maintenance* (Any cleaning or maintenance costs)	
Commissions* (Paid to rental agencies, etc.)	
Insurance (PMI, liability and/or umbrella policies)	
Legal and Accounting	
Management Fees* (Paid for management by someone else)	
Interest - Mortgage (Bring Form 1098)	
Interest - Other (Credit cards/other loans just for rental)	
Repairs* (Repairs to rental property)	
Supplies (General supplies for rental property)	
Taxes (Property Taxes)	
Utilities (Paid by you for rental property)	
Association Dues	
Rental License Fees	
Bank Charges (Bounced check fees, etc.)	
Appliances (Use Equipment Worksheet to list multiple items)	
Improvements (Major improvements - Use Equipment Worksheet to list multiple items)	
Furnishings (Use Equipment Worksheet to list multiple items)	
TOTAL EXPENSES	

NET INCOME

- NEW (*) If you paid \$600 or more to subcontractors, you must file form 1099-Misc for their labor cost by Jan 31st.
- Bring Settlement Statement/Closing Disclosure for any purchase, sale or refinance
- Fill out one of these pages for EACH RENTAL PROPERTY
- If converting property to rental, we need Fair Market Value of property at time of conversion as well as your cost of buying and improving property

AIRBNB, VRBO & SHORT TERM RENTAL

How many days was property rented during the year?	
Sales Tax Collected/Paid	
Fees Paid to Online Services	
Was average stay of guests 7 days or less?	Yes No