

# RENTAL PROPERTY WORKSHEET

Tax Year: \_\_\_\_\_

If we did not prepare the previous year tax return, please provide previous year rental tax forms.

## PROPERTY INFORMATION

Property Owner Name \_\_\_\_\_  
 SSN or EIN \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 City State Zip \_\_\_\_\_  
 County \_\_\_\_\_  
 Business Use \_\_\_\_\_ %

### Check Ownership

- TaxPayer
- Spouse
- Joint
- Partnership
- LLC
- SCorp

### Check if

- Is the owner(s) a real estate professional? (750hrs in RE Trade)
- Is the owner actively involved in the management of the rental activity?
- Was this property used for personal purposes (by owner/family/business)?
- \_\_\_\_\_ Number of Days Used for Personal Use
- \_\_\_\_\_ Number of Days Rented
- Acquired during the year; Date \_\_\_\_\_
- Converted to rental during the year; Date \_\_\_\_\_
- Sold this property during the year; Date \_\_\_\_\_

### Check Property Type

- Single Family Residential
- Multi Family Residential
- Vacation/Short Term (STR)
- Commercial
- Land

## RENTAL ACTIVITY

### INCOME

\$ \_\_\_\_\_ Rental Income (for the complete year)

### EXPENSES

\$ \_\_\_\_\_ Advertising

\$ \_\_\_\_\_ Automobile .655 cents x miles driven \_\_\_\_\_

\$ \_\_\_\_\_ Cleaning & Maintenance

\$ \_\_\_\_\_ Commissions

\$ \_\_\_\_\_ Insurance

\$ \_\_\_\_\_ Legal/Professional Fees

\$ \_\_\_\_\_ Management Fees

\$ \_\_\_\_\_ Mortgage Interest Paid to Bank (form 1098)

\$ \_\_\_\_\_ Other Interest:

\$ \_\_\_\_\_ Repairs

\$ \_\_\_\_\_ Supplies

\$ \_\_\_\_\_ Taxes - Real Estate

\$ \_\_\_\_\_ Taxes - other

\$ \_\_\_\_\_ Travel

\$ \_\_\_\_\_ Utilities

\$ \_\_\_\_\_ Association Dues

\$ \_\_\_\_\_ Warranty

\$ \_\_\_\_\_ Other:

### PROPERTY IMPROVEMENTS/ PURCHASES

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

Description \_\_\_\_\_  
 Date: \_\_\_\_\_ Cost: \$ \_\_\_\_\_

### Property Depreciation Use Tax Assessor Information

Bldg Value \_\_\_\_\_

Land Value \_\_\_\_\_

\* land does not depreciate

### Check If

- Payments made to Contractors exceeding \$600
- Were 1099s issued?
- Will 1099s be issued?

### Vehicle Used to travel to property :

Make \_\_\_\_\_

Model \_\_\_\_\_

TTL Miles driven in Tax Year \_\_\_\_\_

Miles driven to Property \_\_\_\_\_