

Property A - Check the type of property	
Single family ☐ Multi-family ☐ Vacation/short-term ☐ Land ☐ Commercial ☐ Self-Rental ☐ Other (describe) _____	
Property Address _____	
City _____	State _____ Zip _____
Number of days rental was available for rent at fair market value during tax year _____	
Number of days of personal use during tax year _____	
Number of days vacant during tax year _____	
Income	\$
Total Rents Received	
Portion of rents reported on Form 1099-K	
Non-refundable deposits received	
Refundable deposits forfeited by tenants	
Value of service or property received in lieu of rent	
Rents refunded	
Expenses	\$
Advertising	
Auto & Travel (complete wksht on page 4)	
Association Dues/Fees	
Cleaning & Maintenance	
Commissions	
Insurance	
Improvements (list on page 3)*	
Legal & Professional	
Management Fees	
Interest (Mortgage paid to banks)	
Interest - Other	
Repairs (list improvements on page 3)*	
Supplies	
Taxes	
Tax Preparation Fees	
Utilities - Electric	
Utilities - Gas	
Utilities - Water/Sewer	
Utilities - Garbage	
Telephone, Cell, Internet	
Yard/Landscaping maintenance	
Other Expenses	

Property B - Check the type of property	
Single family ☐ Multi-family ☐ Vacation/short-term ☐ Land ☐ Commercial ☐ Self-Rental ☐ Other (describe) _____	
Property Address _____	
City _____	State _____ Zip _____
Number of days rental was available for rent at fair market value during tax year _____	
Number of days of personal use during tax year _____	
Number of days vacant during tax year _____	
Income	\$
Total Rents Received	
Portion of rents reported on Form 1099-K	
Non-refundable deposits received	
Refundable deposits forfeited by tenants	
Value of service or property received in lieu of rent	
Rents refunded	
Expenses	\$
Advertising	
Auto & Travel (complete wksht on page 4)	
Association Dues/Fees	
Cleaning & Maintenance	
Commissions	
Insurance	
Improvements (list on page 3)*	
Legal & Professional	
Management Fees	
Interest (Mortgage paid to banks)	
Interest - Other	
Repairs (list improvements on page 3)*	
Supplies	
Taxes	
Tax Preparation Fees	
Utilities - Electric	
Utilities - Gas	
Utilities - Water/Sewer	
Utilities - Garbage	
Telephone, Cell, Internet	
Yard/Landscaping maintenance	
Other Expenses	

*Improvements result in a betterment to the property and restores the property. Examples include room additions, new roof, furniture, new appliances, carpet, etc. Repairs prolong life of assets such as repainting, fixing gutters, and replacing broken windows