

# RENTAL INCOME and EXPENSES COMPLETE A SEPARATE FORM FOR EACH PROPERTY

PROPERTY ADDRESS					
TYPE OF PROPERTY (Circle one)	Single Family	Multi – Family	Vacation/ short-term rental	Commercial	Land
# of RENTAL UNITS					
FEDERAL ID NUMBER					

RENTS RECEIVED (Don't include security deposits held in escrow)
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If you did not personally occupy any unit in your rental property - use only the fully deductible column

If you occupied one of your rental units (i.e. owner occupied duplex) you should use BOTH columns.

\*Partially deductible expenses = money spent on common areas (i.e. outside of building, basement, hallways)

\*\*Fully deductible expenses = money spent on rental units only

RENTAL EXPENSES	* PARTIALLY DEDUCTIBLE	** FULLY DEDUCTIBLE	EXPENSES CONTINUED	* PARTIALLY DEDUCTIBLE	** FULLY DEDUCTIBLE
Advertising			Entertainment/Meals		
Cleaning / Maintenance			Equipment		
Insurance			Furnace Repair		
Legal / Professional			Gifts to Tenants		
Management Fees			Interest on Credit Cards		
Mortgage Int. (Pd To Bank)			Janitor/Yard Work		
Contract For Deed			Laundry Machine Rental		
Other Interest			Locks/Keys		
Repairs			Office Supply		
Supplies			Online Service		
Taxes			Painting		
Electricity			Pest Control		
Heat			Postage		
Water/Sewer			Roof Repair		
Trash Hauling			Security Deposit Interest		
Appliance Repair			Small Tools		
Bank Charges			Snow Removal		
Carpet Cleaning			Gross Wages		
Cell Phone			Employer Portion FICA		
Contract Labor (see reverse side)			FUTA Tax		
Drain Cleaning			UC Fund		
Dues/Education					

CAPITAL EXPENSES / IMPROVEMENTS (Such as new roof, cabinets, flooring, carpet, appliances, etc.)			
DATE OF PURCHASE (we must have date)	ITEM	COST of * PARTIALLY DEDUCTIBLE ITEM	COST of ** FULLY DEDUCTIBLE ITEM

AUTO EXPENSES – Indicate total miles driven to rental property to show apartments, do repairs, collect rents, go to stores to pick up supplies, etc.	1/1 -6/30	7/1 – 12/31

VACATION HOME INFORMATION	NUMBER OF DAYS RENTED	NUMBER OF PERSONAL USE DAYS