

# Rental Property Worksheet

This worksheet is designed to assist in gathering rental information for your tax appointment at PM Tax and Accounting Service. If you have more than one rental, please separate the expenses and allocate them to the property that incurred the expense.

**Property address:** \_\_\_\_\_

## Income

Rental Income	\$
Refundable Deposits	\$

# Miles driven for rental work	
# Total miles driven	

## Expenses

Advertising	\$
Bank Charges	\$
Cleaning	\$
Commissions	\$
Dues	\$
Decorations	\$
Insurance	\$
Legal & Professional	\$
Interest (Form 1098)	\$
Property Taxes	\$
Repairs:	\$
Carpentry	\$
Electrical	\$
Painting	\$
Plumbing	\$
Supplies	\$
Utilities	\$
Yard Maintenance	\$
Other Expenses (please list):	\$
	\$
	\$
	\$
<b>Total Expenses</b>	<b>\$</b>

## Fixed Assets Additions (e.g. improvements, equipment)

Description	Amount	Date
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

If this is the first year for your rental property, you will also need to bring the following to your appointment:

- Purchase documents
- List of improvements prior to rental use

If you have any questions, please call our office at (630)257-5628.