

## RENTAL WORKSHEET

\*\*\*PLEASE FILL OUT A SEPARATE WORKSHEET FOR EACH RENTAL PROPERTY\*\*\*

### PROPERTY ADDRESS:

STREET ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

### TYPE OF PROPERTY:

\_\_\_ RESIDENTIAL

\_\_\_ MULTI UNIT

\_\_\_ COMMERCIAL

\_\_\_ LAND VACATION/SHORT TERM

### FIRST YEAR INFORMATION:

DATE PLACED IN SERVICE: \_\_\_\_\_

PURCHASE PRICE: \_\_\_\_\_

COST OF ADDITIONAL IMPROVEMENTS (PRIOR TO RENTING): \_\_\_\_\_

ARE YOU RENTING PART/ALL OF YOUR MAIN HOME? \_\_\_\_\_ Yes

### IF YES, PLEASE PROVIDE:

TOTAL SQUARE FOOTAGE: \_\_\_\_\_

SQUARE FOOTAGE THAT IS EXCLUSIVELY RENTAL \_\_\_\_\_

SHARED SQUARE FOOTAGE: \_\_\_\_\_

SQUARE FOOTAGE THAT IS EXCLUSIVELY PERSONAL: \_\_\_\_\_

# OF DAYS AVAILABLE TO RENT: \_\_\_\_\_

# DAYS RENTED: \_\_\_\_\_

# DAYS EXCLUSIVELY PERSONAL USE: \_\_\_\_\_

## RENTAL WORKSHEET

### INCOME

TOTAL RENT RECEIVED (INCLUDING ANY RENT REPORTED ON FORM 1099 MISC OR 1099 K)	\$
NON REFUNDABLE DEPOSITS	\$
REFUNDABLE DEPOSITS COLLECTED	\$
REFUNDABLE DEPOSIT FORFEITED BY TENNANT	\$
RENT/DEPOSITS REFUNDED	\$
VALUE OF SERVICES OR PROPERTY IN LIEU OF RENT	\$

PLEASE COMPLETE AN AUTO WORKSHEET FOR ANY RENTAL MILEAGE

### EXPENSES

ADVERTISING	\$
CLEANING	\$
YARD MAINTENANCE	\$
PROPERTY MANAGEMENT	\$
LEGAL AND PROFESSIONAL	\$
INSURANCE	\$
MORTGAGE INTEREST	\$
PROPERTY TAX	\$
UTILITIES	\$
REPAIR SUPPLIES	\$
REPAIRS CONTRACTED/LABOR 1099 ISSUED	\$
OTHER SUPPLIES (IF AIR B AND B, MAY INCLUDE FOOD/TOILETRIES)	\$
HOA DUES	\$
OTHER INTEREST	\$
OTHER EXPENSES	\$

### IMPROVEMENTS

(EXAMPLE: NEW ROOF, BATHROOM REMODEL)

DESCRIPTION	DATE COMPLETED	COST

