

## RENTAL Income & Expense Worksheet

Property Address \_\_\_\_\_

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

Days rental use \_\_\_\_\_

Days personal use \_\_\_\_\_

**INCOME**

Gross Rents \$ \_\_\_\_\_

Other Income \$ \_\_\_\_\_

**EXPENSES**

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

Meals & Entertainment w/ employees \$ \_\_\_\_\_

Auto & Truck \*see note below \$ \_\_\_\_\_

Meals with Clients \$ \_\_\_\_\_

Bank Charges \$ \_\_\_\_\_

Office Expense \$ \_\_\_\_\_

Commissions paid out \$ \_\_\_\_\_

Professional Fees \$ \_\_\_\_\_

Computer Service and supplies \$ \_\_\_\_\_

Repairs & Maintenance \$ \_\_\_\_\_

Dues & Subscriptions \$ \_\_\_\_\_

Security \$ \_\_\_\_\_

Equipment Rental \$ \_\_\_\_\_

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

Furniture & Equipment (List below) \$ \_\_\_\_\_

Taxes Property \$ \_\_\_\_\_

Gifts \$ \_\_\_\_\_

Taxes Other \$ \_\_\_\_\_

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

Telephone \$ \_\_\_\_\_

Interest Mortgage \$ \_\_\_\_\_

Tools (small) \$ \_\_\_\_\_

Interest other \$ \_\_\_\_\_

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

Janitorial & Cleaning \$ \_\_\_\_\_

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

Licenses & Permits \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Furniture & Equipment** Description of item

Date of Purchase Cost

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Improvements** Description

Date Cost

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**\*Auto & Truck -Year/Make/Model**

**Business Miles**

**Personal Miles**

**Total Miles**

\_\_\_\_\_ # \_\_\_\_\_

# \_\_\_\_\_

# \_\_\_\_\_

# \_\_\_\_\_

\_\_\_\_\_ # \_\_\_\_\_

# \_\_\_\_\_

# \_\_\_\_\_

# \_\_\_\_\_