

Schedule E

RENTAL Income & Expense Worksheet

Property Address _____

Tax Year _____

Days rental use _____

Days personal use _____

Are Form 1099 filings required? _____

If yes, have 1099's been (or will be) filed? _____

INCOME

Gross Rents \$ _____ Other Income \$ _____

EXPENSES Total

5 Advertising	\$ _____	12 Interest Mortg (2098)	\$ _____
6 Auto Exp	\$ _____	13 Interest - other	\$ _____
7 Cleaning & Maintenance	\$ _____	14 Repairs	\$ _____
8 Commissions	\$ _____	15 Supplies	\$ _____
9a Insurance - mortg	\$ _____	16a Taxes - Real Estate (1098)	\$ _____
9b Insurance - other	\$ _____	16b Taxes - Other	\$ _____
10 Legal & Prof fees	\$ _____	17 Utilities	\$ _____

OTHER EXPENSES AMOUNT

	AMOUNT	OTHER - DESCRIPTION	AMOUNT
Bank Charges	\$ _____	_____	\$ _____
Computer Service and supplies	\$ _____	_____	\$ _____
Dues & Subscriptions	\$ _____	_____	\$ _____
Office Expense	\$ _____	_____	\$ _____
Professional Fees	\$ _____	_____	\$ _____
Telephone	\$ _____	_____	\$ _____

FURNITURE AND EQUIPMENT purchased for the business (list & include DATE of purchase)

Date: _____ Item: _____ \$ _____

Date: _____ Item: _____ \$ _____

Date: _____ Item: _____ \$ _____

Improvements Description Date Cost

Date: _____ Item: _____ \$ _____

Date: _____ Item: _____ \$ _____

Date: _____ Item: _____ \$ _____

VEHICLE EXPENSES:

MILEAGE Total miles driven entire year _____ Year/Make/Model _____

Business # _____ Commuting # _____ Personal # _____

ACTUAL COSTS complete actual costs only if not using the standard mileage deductions

Gas \$ _____ Repairs \$ _____ Tabs \$ _____ Other \$ _____

THE IRS REQUIRES THAT YOU KEEP A WRITTEN RECORD OF YOUR MILEAGE

Date you started using for business _____ Is the vehicle leased? _____

Was vehicle available for personal use during off-duty hours? _____

Was the vehicle used primarily by a more than 5% owner or related person? _____

Is another vehicle available for personal use? _____

Do you have evidence of mileage in writing? _____

What type evidence to you have to support your mileage claim? _____

(Mileage book, app, calendar etc)