

RENTAL INCOME AND EXPENSES FOR YEAR OF 2023

NAME _____ T.I.N. _____

ADDRESS/LOCATION OF PROPERTY _____

OWNERSHIP (H, W, J) _____ ANY PERSONAL USE? _____

IF OWNER OCCUPIED, PLEASE PROVIDE

total number of square feet in entire structure _____

total number of square feet used 100% by tenants _____

DISCUSS FinCEN REGISTRATION

IF YOU ACCEPT CREDIT CARDS, VENMO, PAYPAL, ANY OTHER CASH APPS OR MERCHANT SERVICES PLEASE BRING FORM 1099K.

INCOME

Tenant's Name	total rent received	security deposit not returned

EXPENSES	AMOUNT	%	EXPENSES	AMOUNT	%
advertising			taxes		
auto & travel exp.			real estate		
Miles () x .655			city fees		
			utilities		
food			electric		
hotel			heat		
cleaning & maintenance			telephone		
commissions/management fees			water/sewer		
insurance			cable TV		
legal and accounting fees			wages/salaries		
HOA fees/dues			pest control		
interest – mort			bank fees		
interest – other			internet		
repairs –plumbing/heating			equipment rental		
– carpentry			security expense		
– electrical			snow removal		
– painting/decorating			yard work		
supplies			other (list)		
miscellaneous					
office					
postage					
			TOTAL		

***** CHECK LAST YEAR'S DEPRECIATION SCHEDULE TO BE SURE ALL ITEMS ARE CURRENT*****

MAJOR PURCHASES AND IMPROVEMENTS

item purchased	date	cost (including sales tax)	new/used	item traded

SALES OR OTHER DISPOSITIONS

item sold	date	selling price	expenses	date acquired	cost

Questions: _____

