



Rental Property Checklist

PURCHASE INFO:

Purchased as a rental? Y or N

Do you live in part of property? Y or N, If yes what % _____

Price paid: \$ _____ Date purchased _____

SALE INFO: (if sold in year)

Was property sold in tax year? Y or N If Yes, what was sale price: \$ _____

If Yes, what was original price, or price when it became rental? _____

Expenses to prepare for sale: include real estate commissions, legal fees, survey, etc

Address of Property: _____ # of units: ____

Rental Income for year \$ _____

Rental Expenses: (Current for entire tax year - provide totals for year)

Advertising \$ _____

Home Insurance \$ _____ Utilities \$ _____

Mortgage or
Line of credit Interest \$ _____ (interest portion only claimable)

Office Expenses \$ _____ Management fees \$ _____

Supplies \$ _____ Legal, acctg, other fees \$ _____

Maintenance & Rep \$ _____ Travel \$ _____

Property Taxes \$ _____ Other Expenses \$ _____

The only thing you cannot add up in a category is items purchased for > \$500; for example, new appliances, etc. Those needed to be given to me on a separate list itemized with item and cost.

"Let us worry about your taxes, so you don't have to"