

Rental Income Checklist

General Rental Property Information	
1. Did you purchase the any property during the year? (If yes., please bring in purchase documents.)	
2. Did you dispose of the any property during the year? (If yes., please bring in purchase and selling documents.)	
3. Is it an partnership investment?	
4. How many rental properties?	

Rental Property	Property 1	Property 2	Note
Address			
Number of units per property			
Any personal use percentage?			
Gross Income			

Expenses	Property 1 (or Combined expenses)	Property 2	Note
1. Accounting & Other Professional fees			
2. Advertising & Promotion			
3. Insurance			
4. Mortgage interest			
5. Condominium Fees			
6. Repairs and Maintenance			
7. Management and Administration fees			
8. Security			
9. Office expenses			
10. Property Taxes			
11. Water			
12. Heat			
13. Electricity			
14. Landscaping/snow removal			
15. Cable TV & Internet			
16. Travel/ Automobile expenses*			
17. Other			

*Will only be claimed with at least two rental properties in two different cities/towns away from home. Cannot be claimed to collect rents and travel accommodations.

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 YES

 NO