

Rental/Schedule E checklist:

Fill out one for each separate rental property.

If providing totals on this form also provide an itemized list/spreadsheet to support totals given.

A spreadsheet with totals can be used in lieu of reporting totals here (please try to use the same categories).

Extra fee will be charged for bookkeeping if totals are not provided.

If rental was purchased or sold during the year, we will need the closing statement.

If it was rented in a prior year with another tax preparer, we will need the depreciation schedule from last year's tax return.

Address: _____ % Owned: _____ % Rented: _____

Type of property: _____ Days rented: _____

Income: _____ (need 1099-MISC if received)

Deductions:

Advertising: _____

Other interest paid: _____

Cleaning and maintenance: _____

Repairs: _____

Commissions: _____

Supplies: _____

Insurance: _____

Taxes: _____

Legal and professional fees: _____

Utilities: _____

Management fees: _____

Other (specify): _____

Mortgage interest paid: _____

Depreciation:

Items purchased during the year which are expected to last more than one year:

Item: _____ Cost: _____ Date purchased: _____

Item: _____ Cost: _____ Date purchased: _____

Item: _____ Cost: _____ Date purchased: _____

Mileage: business: _____ commuting: _____ other: _____

Type of vehicle: _____ Date placed in service: _____

Do you have another vehicle available for use: _____ Do you have a written mileage log: _____