



Till & Butler CPAs, PLLC
 Certified Public Accountants

Rental Prop
Name:
Taxpayer Name:
Tax Year:

Rental Activities Tax Organizer

The following should be provided if you cannot provide financials from Quickbooks or an accounting program. If you are using an accounting program, please provide us with a Balance Sheet and Profit & Loss statement, or contact us about providing your system's electronic file.

USE A SEPARATE FORM FOR EACH RENTAL PROPERTY/ACTIVITY

A. Rental Property Location:

Physical Address: _____

 City: _____

 State: _____ Zip: _____

B. Property Type

- Single Family Residence
- Multi-Family Residence
- Vacation/Short-term rental
- Commercial
- Land
- Other- _____

C. Rental Days and Personal Use Days:

Number of Days Rented _____
 Number Personal use days _____

D. Forms 1099s

Die you issue forms 1099 to all required vendors?
 Yes
 No

E. Rental/Lease Revenue:

Rent received (per 1099s)	\$ _____
Rent received (no 1099s)	\$ _____
Other Revenue- _____	\$ _____
Total Rental Revenue	\$ _____

F. Expenses (Provide the totals of your receipts for the year for each item below):

Advertising/Marketing	\$ _____
Auto expenses (actual)	\$ _____
Cleaning and janitorial	\$ _____
Commissions	\$ _____
Insurance	\$ _____
Interest expense-Mortgage	\$ _____
Interest expense-Other	\$ _____
Legal and professional	\$ _____
Office expense	\$ _____
Pest control	\$ _____
Permits and fees	\$ _____
Repairs and maintenance	\$ _____
Security	\$ _____
Supplies	\$ _____
Taxes & licenses	\$ _____
Telephone	\$ _____
Utilities	\$ _____
Other- _____	\$ _____
Other- _____	\$ _____
Totals expenses above	\$ _____

G. Purchases/improvements over \$500? Provide the following information (use additional pages as needed):

Item: _____	Purchase Date: _____	\$ Purchase Price: _____
Item: _____	Purchase Date: _____	\$ Purchase Price: _____

H. IF YOU SOLD or TRADED fixed assets during the year, please provide the details about the transaction(s)

I. If we did not prepare your prior year return, please provide us with a detailed depreciation schedule from your previous accountant.

J. Total Vehicle Mileage:	<u>Make</u>	<u>Model</u>	<u>Number of Miles:</u>
Vehicle # 1-	_____	_____	# _____
Vehicle # 2-	_____	_____	# _____