

Rental What to Bring List

Address Rental #1 _____

Address Rental #2 _____

Address Rental #3 _____

| | Rental #1 | Rental #2 | Rental #3 |
|--|---------------|-----------|-----------|
| Days Rented | | | |
| Days Your Personal Use | | | |
| Type of Property Code # | | | |
| 1. Single Family 2. Multi-fam. 3. Short term lease 4. Commercial 5. Land 6. Royalties | | | |
| Rents Received (Bring 1099 if you received one) | | | |
| Expenses | | | |
| 1. Advertising | | | |
| 2. Auto Mileage * | | | |
| <i>*IRS requires you to keep a timely log of each trip's mileage, time, place & purpose. We have free logs for you.</i> | | | |
| 3. Travel Expenses** | | | |
| **Keep Travel Receipts | | | |
| 4. Cleaning & Maintenance | | | |
| 5. Insurance | | | |
| 6. Legal & Professional Fees | | | |
| 7. Management Fees | | | |
| 8. Mortgage Interest | | | |
| 9a. Repairs - Total cost to fix broken items. | | | |
| 9b. Remodeling, Improvements or Property Purchase <i>An improvement prolongs the life of the item or adds additional value.</i> | | | |
| Date Done _____ | | | |
| _____ | Item _____ | | |
| 10. Supplies | | | |
| 11. Real Estate Taxes | | | |
| 12. Utilities, Gas, Water, Sewer, Electric, Cable. | | | |