

RENTAL PROPERTY WORKSHEET

Name _____

	<u>PROPERTY #1</u>	<u>PROPERTY #2</u>	<u>PROPERTY #3</u>
Type of property and location	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Rents received	=====	=====	=====
Disbursements:			
Advertising	_____	_____	_____
Auto and truck expense or number of miles driven (rental property portion only)	_____	_____	_____
Cleaning	_____	_____	_____
Commissions	_____	_____	_____
Insurance	_____	_____	_____
Mortgage interest to financial institution	_____	_____	_____
Other interest	_____	_____	_____
Attorney fees	_____	_____	_____
Other professional fees	_____	_____	_____
Maintenance	_____	_____	_____
Repairs	_____	_____	_____
Supplies	_____	_____	_____
Taxes:			
Property	_____	_____	_____
Other (list)	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Utilities	_____	_____	_____
Wages	_____	_____	_____
Other (list)	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Totals expenses	=====	=====	=====

** All business or rental expense payments for services, rent, or interest that total \$600. or more annually to one recipient are required to be reported on a 1099. Payments to a corporation do not need to be reported unless they are to attorneys. Most LLC's are not corporations and must be issued a 1099. See question on next page.

(Please see other side for sale or purchase of property and equipment.)

I HAVE IN MY POSSESSION DOCUMENTS TO SUPPORT THE ABOVE DEDUCTIONS

Signed _____

(over)

PURCHASE OF PROPERTY AND EQUIPMENT (Provide closing statement on land and building purchases)

<u>*EXACT*</u> <u>Date Acquired</u>	<u>Description</u>	<u>New or Used</u>	<u>Boot Including</u> <u>Sales Tax</u>	<u>Item Traded</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SALE OF PROPERTY AND EQUIPMENT (Provide closing statement on sale of land and buildings)

<u>Description</u>	<u>Date Acquired</u>	<u>*Exact*</u> <u>Date Sold</u>	<u>Cost</u>	<u>Sales Price</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Did you have any expenses that require a 1099? _____

Were 1099's issued to all those who should have received one? _____

Henkel & Associates PC