

RENTAL INCOME/EXPENSE SHEET

Location:	Description of Property:
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Date Acquired:	Other:
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1. Do you take an active part in the operation of the property? Yes _____ No _____ 2. Number of days rented during the year? _____ 3. Number of days you or your family member resided at location? _____	Property Code: A B C D
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INCOME	A	B	C	D
Rents Received				
Deposits Received				
Other:				

EXPENSES

Real Estate Taxes-If Paid to Financial Institution				
Insurance				
Cleaning/Maintenance				
Yard/Snow Removal				
Rubbish Hauling/Trash				
Supplies				
Fuel				
Electricity				
Water/Sewer				
Wages/Labor				
Management Fees (Commissions)				
Homeowners Dues				
Travel Expense (Detail)				
Auto Travel Mileage				
Telephone				
Advertising				
Legal & Professional				
Repairs: Painting				
Appliances				
Plumbing				
Electrical				
Other (Explain):				
Refunds				
Personal Use (Percent or Amount)				
Interest				
Other (Explain):				

List on back purchases of: Furniture, Appliances, Equipment and Major Property Improvements

I understand that if any of the information provided on this sheet is incorrect the liability for consequences incurred is my responsibility.
 I understand that I will be expected to have proof of the information provided in case of an audit. In no way, shape or form are the staff of CPA Accounting and Tax Services responsible for the information that has been provided on this sheet. This form is meant to assist clients with properly categorizing their income and expenses and nothing more.

Print Name: _____ Sign Name: _____ Date: _____