



Rental Income & Expense Worksheet

Please use a separate worksheet for each rental unit

Client Name: _____

Address of Property: _____

Type of rental: Single Family Multi Family Vacation Commercial Land Other _____

Multi-Unit Rental: # of Units _____ What % is the building owner occupied? _____

Vacation property: How many days/months was it owner occupied during the year? _____

If rental was purchased/or sold in current year, please provide a copy of the closing statements.

You are required to file information returns (1099-MISC) for any non-employee to whom you paid an aggregate of \$600 or more during the year for services. A copy of the 1099 must be provided to the recipients by the end of January. If you would like Bruno Brokerage assist you in the preparation of the 1099-MISC forms, please contact our office.

Rental Income Total

Total Rents \$ _____

Expenses

Advertising	\$ _____	Other Interest	\$ _____
Auto & Travel	\$ _____	Repairs	\$ _____
Cleaning/Maintenance	\$ _____	Supplies	\$ _____
Commissions	\$ _____	Taxes – Real Estate & Other	\$ _____
Insurance	\$ _____	Utilities – Gas, Sewage, Electric, & Etc.	\$ _____
Legal/Professional Fees	\$ _____	_____	\$ _____
Management/Association Fees	\$ _____	_____	\$ _____
Mortgage Interest (Form 1098)	\$ _____	_____	\$ _____

TOTAL \$ _____

Assets Purchased/Capital Improvements

<u>Description</u>	<u>Date Purchased</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL \$ _____

Vehicles Used in Business

Do you have written records? Yes No

Standard Mileage Allowance*

Car #1

Car #1

Miles used for business _____

Parking fees & tolls _____

*If you prefer to list actual expenses
