

Landlord Income and Expense Spreadsheet - New to PIM

Note: We do not need to see actual receipts or statements. HOWEVER - you must have these documents if your return is examined by the IRS or your state taxing authority.
 If you are not sure how to read a particular document, please bring it to us!

General Info and Income

Property address:

1. Date you purchased the property:
2. Dates you lived in it as a primary residence: _____ to _____
3. Type of property:
4. Date you first held the property out for rent:
5. Dates the property was a rental during the tax year: _____ to _____
6. Number of days you used the property for personal use during the tax year:
7. **Total rent collected for the year:**

Expenses

- | | |
|---------------------------------|----------------------|
| Advertising | Mortgage Interest |
| Cleaning and Maintenance | Repairs |
| Commissions Paid | Supplies |
| Insurance | Real Estate Taxes |
| Legal and Professional services | Utilities |
| Property Management Fee | Other (listed below) |

Travel Expenses:

- Year and type of vehicle used to visit property:
 Total miles associated with rental property:
 Year vehicle was placed in service:
 Other Travel Expenses:

If you have filled in an amount in the "other expenses" category above, list the items here.

	<u>Cost</u>	<u>Description</u>	<u>Cost</u>	<u>Description</u>
1			4	
2			5	
3			6	

Documents that will be helpful

- Depreciation Schedule from the previous year*
 - Settlement Statement / HUD-1 from the purchase of the property
- *if this is not the first year the property was in service as a rental and you didn't use PIM Tax last year