



2023 RENTAL INCOME FROM REAL ESTATE

If more than one property, please photocopy this form and use one organizer for each. If using accounting software, you may attach the income/loss statements for 2023 rather than completing Section 2 of this organizer. Sections 1 and 3 must be completed by each client.

SECTION 1:

Address of Property:

Please check one: Residential Single-Family Residential Multi-Family Commercial
 Vacation/Condo Self-Rental Land

Is this property held by a single-member LLC? Y N

If yes, please provide:

Federal EIN:

State of formation

Date of formation

State Account ID (if applicable)

Did you materially participate in this business? Y N

If unsure, please answer the following and we will discuss

Are you a real estate professional? Y N

Cost of property? Date purchased

Cost of land (if it can be stated separately)

Did you use your rental for personal use at any time during the year? Y N

If so, how many days?

Total days actively rented

Did you make any payments in 2023 that would require you to file a form 1099? Y N

If yes, did you issue those 1099 forms Y N

SECTION 2:

Rental Income

Rental Income \$

EXPENSES

Please enter dollar amounts for any items that you paid for a rental property in 2023. The IRS states that business expenses must be "necessary and reasonable." Do not include indirect expenses related to business use of your home – list these expenses under "business use of home".

Advertising

Property Taxes

Management fees

HOA fees

Cleaning and maintenance

Insurance

Interest-mortgage (paid to banks, etc.)

Interest-other

Legal and Professional fees

Rent or Lease-vehicles, machinery & equipment

Rent or Lease-other business property

Repairs

Supplies

Licenses & permits

Travel

Utilities

Other Expenses

\$
\$
\$

Property Improvements made in 2023

Provide details of any major property improvements. You must include a description and date as well as all copies of invoices.

\$
\$
\$

Vehicle Expenses (Note - this section is to be used for rental property management purposes only)

Do you use your car for business purposes (related to rental)? Y N

If yes, please complete the following questions. The following must be answered before your return can be completed.

Please note that in addition to a mileage log or calendar, it is recommended that you retain receipts from oil changes or service visits to utilize as evidence of total mileage driven.

Description of vehicle (year, make and model)

Date you began using this vehicle for your business

Total purchase price of vehicle (including sales tax)

Do you have another vehicle available for personal use? Y N

*Total number of miles driven during 2023:

Total number of business miles driven during 2023:

Total miles on vehicle

Average daily round trip commuting distance

*Total commuting (driven for W-2 employment) miles for year:

*Personal miles other than commuting:

Do you have adequate records or sufficient evidence to justify these deductions? Y N

If yes, is the evidence written? Y N

*These miles are not deductible but **MUST** be listed on your tax return.*

Signature:

Date: