

Gateway Tax Service

RENTAL PROPERTY TAX ORGANIZER

RENTAL INCOME

	Property A		Property B		Property C	
Location of property:						
Property type:						
Any personal use?	YES	NO	YES	NO	YES	NO
	Rental Days	Personal Use	Rental Days	Personal Use	Rental Days	Personal Use
Date placed in service						
Rents received	\$		\$		\$	

EXPENSES

Advertising	\$		\$		\$	
Association Dues	\$		\$		\$	
Auto / Travel	\$		\$		\$	
Cleaning and maintenance	\$		\$		\$	
Gardening / Yard work	\$		\$		\$	
Insurance	\$		\$		\$	
Legal and professional fees	\$		\$		\$	
Management fees	\$		\$		\$	
Mortgage interest paid to banks	\$		\$		\$	
Painting / Decor	\$		\$		\$	
Pest Control	\$		\$		\$	
Plumbing / Electrical	\$		\$		\$	
Property taxes	\$		\$		\$	
Repairs	\$		\$		\$	
Supplies	\$		\$		\$	
Telephone	\$		\$		\$	
Utilities	\$		\$		\$	
Other (list)	\$		\$		\$	
Other (list)	\$		\$		\$	
Other (list)	\$		\$		\$	

PROPERTY INFORMATION

If this is your first year with our firm, please provide a depreciation schedule for all property placed in service before this year.

Property Purchased

Treat the cost of improvements made to real property as the purchase of a new asset

Asset	Date Purchased	Cost	Date in Service
		\$	
		\$	
		\$	

Property Sold or Taken Out of Service

Asset	Date Sold/Out of Service	Selling Price	Trade In?
		\$	YES NO
		\$	YES NO
		\$	YES NO