



2023 RENTAL PROPERTY WORKSHEET

Address of rental property _____

Income – (total rent and deposits received from tenants for the Year) _____

Total expenses paid for the year:

Advertising _____

Appliances purchased this year _____

Auto expense (you can claim actual expenses or .655 per mile) _____

Bank charges _____

Ceiling Fans _____

Cleaning (yard, carpets, etc.) _____

Computer expense/Internet _____

Furnishings purchased this year _____

Home Owner's Association (HOA) dues/fees/fines/assessments _____

Improvements done this year _____

Insurance (homeowner's, home warranty, mortgage) _____

Landscaping and yard care _____

Legal and professional fees _____

Licenses (the state/county/city that your rental property is in may require that you have a license and pay sales taxes on rent collected) _____

Management fees _____

Mortgage Interest (first, second, home equity) _____

Office supplies and postage _____

Kat & Bud Enterprises, LLC ~ Kathryn S. Tracy, Accountant
601 N. Jackrabbit Trail, Suite 200, Buckeye, AZ 85326
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Pest Control _____

Pool Cleaning/Repairs/Maintenance _____

Real Estate Taxes _____

Refunds given of deposits _____

Repairs and maintenance _____

Sales Tax Collected and Paid (please note that you may be *required to have a license* for your rental properties and to collect and remit sales tax. Please ask if you do not know about this law). _____

Supplies _____

Travel out of town to/from rental property:

Transportation _____

Lodging _____

Meals _____

Utilities:

Electricity _____

Water/sewer _____

Natural gas/propane _____

Telephone _____

Internet _____

Cable _____

Garbage/Recycling Service _____

Wages/Labor (you must issue 1099-NEC forms to everyone you pay over \$600 total for the calendar year) _____

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Window Coverings and screens _____

Other expenses/questions:

Date property originally placed on rental market _____

Original cost of property (make sure to include closing costs from purchase)

Cost of upgrades and major improvements

I verify that I have accurate books, records, and documentation to support the information shown on this worksheet. I acknowledge that proving the above information is my sole responsibility.

Signed: _____ Date: _____