

## **Rental Income and Expenses**

- Previous 3 Years Tax Returns (if you are a new client)
- Type of Rental (if you are a new client)
- Address of Rental (if you are a new client)
- EIN (if applicable)
- Required to File 1099's (if so, did you?)
- 1099's Received
- Number of Days the Rental was Available for Rent During the Year (include the days the property was not rentable due to repairs being made after the property had been available for rent)
- To Claim the Qualified Business Income Deduction for Rental Property You Can Justly Say That You and Any Persons or Businesses You Hired Performed at Least 250 Man Hours of Service to the Property
- Gross Rents Including Any Advance Rents Such As "Last Month's Rent"
- Any Security Deposits Used for Repairs or Otherwise Forfeited By the Renter
- Advertising
- Auto Expenses (mileage or actual expenses – must be backed by a contemporaneous mileage log) (if using actual expenses and claiming vehicle depreciation, a depreciation schedule must be included if you are a new client)
- Cleaning and Maintenance
- Commissions
- Insurance (other than auto)
- Legal and Professional Fees
- Management Fees
- Mortgage Interest
- Interest Directly Related to the Rental Property
- Repairs (note: some repairs must be capitalized and depreciated)
- Supplies
- Taxes
- Utilities
- Depreciation (must include a depreciation schedule if you are a new client)
- Other Expenses (list all other expenses separately)