

**SCHEDULE E WORKSHEET-INCOME FROM RENTAL PROPERTY**

**COMPLETE A SEPARATE SHCHEDULE FOR EACH PROPERTY**

**PROPERTY INFORMATION**

Taxpayer Name; \_\_\_\_\_ Tax Year: \_\_\_\_\_

Description and Location of Property: \_\_\_\_\_

Type of property?  Residential rental  Commercial rental  Other (describe) \_\_\_\_\_

Who owns this business?  Taxpayer  Spouse  Joint  Other (describe) \_\_\_\_\_

Total number of rental units in this property: \_\_\_\_\_

- 1 Total number of days the property was occupied by you, a member of your family or any individual not paying rent at fair market value \_\_\_\_\_
- 2 Number of days the property was rented during the year \_\_\_\_\_
- 3 Number of days the property was not occupied but available for rent \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS, SUBMIT DETAILS FOR ANY QUESTIONS ANSWERED YES:**

- |  | <b>YES</b> | <b>NO</b> |
|--|------------|-----------|
| 4 Is this a new property? If yes, provide the final closing statement.   | _____      | _____     |
| 5 Was this property placed in service during the calendar year? If yes, and not a new property, provide the adjusted cost basis.                   | _____      | _____     |
| 6 Did you sell your property this year? If yes, please provide the final closing statement from the sale.  | _____      | _____     |
| 7 Did you participate in the management of the property (i.e. decide on tenants, rents, repairs, etc.)?  | _____      | _____     |
| 8 Did you use your vehicle this year?<br>Were any assets sold, retired, or converted to personal use during the year? If yes, list the assets sold | _____      | _____     |
| 9 including date acquired, date sold, sales price, and original cost.  |            |           |
| 10 Were any capital improvements made or assets purchased this year? If yes, list improvement/asset purchase price.                                | _____      | _____     |

**\*Please contact us if you would like assistance in preparing Form 1099**

Income:	Amount		Amount
Rents received			
<b>Expenses:</b>			
Mortgage interest		Legal and other professional fees	
Other interest		Cleaning and Maintenance	
Insurance		Commissions	
Repairs		Utilities	
Auto and travel	Vehicle Worksheet	Management fees	
Advertising		Supplies	
Taxes		Other (itemize)	

