



Fill out one sheet for each rental - do not combine rentals. Providing complete information upfront allows us to prepare your tax return faster and with greater accuracy.

Current clients can use the "Check if similar to last year" box. **Rental Organizer** (check box if royalties □) Address Tax Year City, State, Zip Client Name **Date Started** Property Type **Income**

Check if similar to last year \$ Total Rent Received (do not include refundable deposits) **Expenses** \square Check if similar to last year Advertising & Promotion Repair **Business Miles Driven** Supplies Total Miles Driven Taxes (property taxes) Cleaning and Maintenance Utilities (paid by you) Commissions (paid to rental Association dues agencies, etc.) Insurance (PMI, liability, and/or Rental license fees umbrella policies) Legal and Accounting Bank charges Management fees (paid for Appliances, major improvements, management by someone else) furnishings, etc Interest - Mortgage (supply Form 1098) Interest - Other (credit cards/other loans just for rental)

Property Cost & Allocation (new client or new property)
Total Cost of Property (including improvements):
Cost Allocated to Building:
Cost Allocated to Land:
Please attach the Closing Disclosure (CD) for all new property purchases.
Capital Assets & Property Improvements
List any assets purchased or significant property upgrades completed this tax year:
Insurance Claims or Property Damage If applicable, provide details: • Date of event: • Insurance proceeds received: • Repairs completed / in progress:
Number of days the property was used personally:
Did you refinance this property during the tax year? If yes, please attach the Closing Disclosure (CD).

Additional Notes