

# 2023 Rental Income

Please complete this form to report Rental income and expenses. Additional forms can be printed from our website at: [www.churchwelltax.com/resources](http://www.churchwelltax.com/resources) or give us a call and we will be happy to send you more.

## 1. Rental Information

### Property Details

Please complete a separate worksheet for each rental property

Owner Name

Owner Phone Number

Type of Property:

- |  |  |
|--|--|
| <input type="checkbox"/> Single Family Residence | <input type="checkbox"/> Multiple Family Residence |
| <input type="checkbox"/> Vacation Property       | <input type="checkbox"/> Commercial                |
| <input type="checkbox"/> Bare Land               |  |

Address

Number of Days Rented

Number of Personal Use Days

% of Ownership

## 2. Assets & Improvements

On a separate sheet, please provide a list of all rental assets & improvements.

Please include:

- **Assets acquired or major repairs/improvements made during this tax year.**  
*Indicate date, amount paid, and any trade-in.*
- **Assets disposed of in this tax year.**  
*Indicate any gain or loss on the asset sale, or if asset was "junked."*
- **Prior Depreciation.**  
*For new clients, please provide the depreciation report from your last year's tax return, including detailed asset list and asset life history.*

## 3. Additional Requirements

Please provide copies of the following documents if applicable:

- Balance Sheet for tax year, with prior year comparison
- Profit & Loss for tax year
- Complete General Ledger, formatted for 1 page wide.
- Forms 1099 issued
- Forms 1099 received
- Any notices received from Tax Agencies for the tax year

## 4. Income & Expenses

### A. Income

Rents Received

Other Income

### B. Expenses

Advertising

Auto

----- Complete section 5 -----

Travel

Airfare, Train, Etc.

Lodging

Auto Rental, Bus, Taxi, Etc.

Out of Town Laundry

Cleaning & Maint.

Commissions

Insurance

Professional Fees

Management Fees

Mortgage Interest

Other Interest

Repairs

Supplies

Real Estate Taxes

Other Taxes

Utilities

Other (Specify):

