CHURCHWELL
TAX & BUSINESS SERVICES

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2025 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 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 renatl property

Owner Name

Owner Phone Number

Type of Property:

☐ Single Family Residence   ☐ Multiple Family Residence

☐ Vacation Property   ☐ Commercial

☐ 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):

5. Vehicle Expense

Indicate Vehicle Expenses related to rental operations

Vehicle 1

Vehicle Make/Model/Year		
Date Purchased		
Beginning/Ending Mileage for Year	/	
Total Miles (Including Personal)		
Rental Related Miles		
Is the vehicle leased?	☐ Yes	☐ No
Do you have written records to support use?	☐ Yes	☐ No
Was another vehicle available for personal use?	☐ Yes	☐ No
Cost of Fuel, Repairs & Maintenance		
Cost of Insurance, Licence & Fees		

Vehicle 2

Vehicle Make/Model/Year		
Date Purchased		
Beginning/Ending Mileage for Year	/	
Total Miles (Including Personal)		
Rental Related Miles		
Is the vehicle leased?	☐ Yes	☐ No
Do you have written records to support use?	☐ Yes	☐ No
Was another vehicle available for personal use?	☐ Yes	☐ No
Cost of Fuel, Repairs & Maintenance		
Cost of Insurance, Licence & Fees		

6. Signature

We will complete your return based on the information provided. We will not be able to complete returns where we have reasonable suspicion that the information provided is intentionally incomplete or inaccurate.

If you are having problems providing accurate financial statements, bookkeeping services are available for an additional fee.

To the best of my knowledge, all of the information contained within this document is true, correct, and complete.

Sign:

Date:

Additional Notes