

RENTAL PROPERTY INCOME

	Property 1	Property 2	Property 3	Property 4	Property 5
Rents Received	\$	\$	\$	\$	\$
Advance Rents Received*	\$	\$	\$	\$	\$
Security Deposit**	\$	\$	\$	\$	\$
Lease Cancellation Fees	\$	\$	\$	\$	\$
Tenant-Paid Expenses ***	\$	\$	\$	\$	\$
Rental Interest	\$	\$	\$	\$	\$

**Advance rent is any amount you receive before the period that it covers. I.e. you sign a 10 year lease to rent your property. In the first year yo urreceive \$5,000 for the first year's rent and \$5,000 as rent for the last year of the lease. You must include \$10,000 in your income in the FIRST year.*

***ONLY include if you keep part or all of the security deposit because your tenant does not live up to the terms of the lease. If the security deposit is used as a final payment of rent, it is considered advance rent and should be reported in the year it was received.*

**** For example, if your tenant pays the water and sewage bill and ALSO deducts that amount from the rent payment; include the utility bill paid by the tenant as income.*

PROPERTY EXPENSES

	Property 1	Property 2	Property 3	Property 4	Property 5
Advertising	\$	\$	\$	\$	\$
Cleaning & Maintenance	\$	\$	\$	\$	\$
Commissions Paid	\$	\$	\$	\$	\$
Insurance	\$	\$	\$	\$	\$
Legal/Prof Svs	\$	\$	\$	\$	\$
Mgmt Fees	\$	\$	\$	\$	\$
Interest Paid	\$	\$	\$	\$	\$
Repairs	\$	\$	\$	\$	\$
Supplies	\$	\$	\$	\$	\$
Taxes	\$	\$	\$	\$	\$
Utilities	\$	\$	\$	\$	\$
Labor	\$	\$	\$	\$	\$