

THE TAX SHACK INC

CHECKLIST FOR RENTAL PROPERTIES

PROPERTY ADDRESS:	
Is this property held in an LLC? Y N	LLC Tax ID #
LLC Name	Property jointly owned with spouse? Y N
What type of property is this?	Single Family Home Multi-Family Home Commercial Short-Term/Vacation Land Self-Rental Other
Rented full 12 months? Y N	If not, list dates rented:
Was it rented at Fair Market Value? Y N	
Property used personally? Y N	Was it rented to Family? Y N
If yes, list dates used:	If yes, list dates used:
If short-term/vacation rental - describe the services and supplies, if any, that you provide.	

INCOME	EXPENSES continued
Directly paid by Renters	Licenses & Permits
Management Company (1099-Misc?)	Listing Fees (Booking Sites)
Local Agency (1099-Misc?)	Maintenance Services & Supplies
Booking Sites (1099-Misc or 1099-K?)	Management Fees
EXPENSES	Merchant Fees (PayPal, Venmo, Etc)
Advertising	Office Supplies (if operating as a business)
Auto Expenses Next Page	Repair Services & Supplies
Cleaning Services & Supplies	Security Monitoring
Communications - Cell Phone	Small Appliances
Communications - Fax/Long Distance	Small Decor
Communications - Internet	Supplies - General (toilet paper, toiletries, dishes, dish soap, kitchen supplies, etc)
Contract Labor	
Did you issue 1099-NEC to your labor?	Taxes - Property
Homeowner's Dues	Taxes - Other
Insurance - Homeowners	Travel - Airfare
Insurance - Mortgage (PMI)	Travel - Lodging
Insurance - Other	Travel - Meals
Interest - Mortgage	Utilities - Power/Gas/Water/Garbage
Interest - Other	Utilities - Cable/Internet/Phone
Legal & Accounting Fees	Yard Svcs & Supplies

THE TAX SHACK INC

CHECKLIST FOR RENTAL PROPERTIES

VEHICLE EXPENSES	DEPRECIATION
Vehicle 1 Year/Make/Model	Please list any depreciable assets that you purchased during the year. These are things like Appliances, Furniture, Large Tools or Equipment used only for the property, Office Equipment for the property, Security Equipment.
Leased or Purchased?	
Purchase or Lease Date	
Purchase Price	
Lease Fees	
In-Service Date	Asset 1
Total Yearly Mileage	Purchase Date
Mileage for Rental	In-Service Date
Commuting Mileage	Purchase Price
Fuel	Asset 2
Insurance	Purchase Date
Maintenance/Repairs	In-Service Date
Tabs/Registration	Purchase Price
Interest on Auto Loan	Asset 3
Parking/Tolls/Ferries	Purchase Date
	In-Service Date
Vehicle 2 Year/Make/Model	Purchase Price
Leased or Purchased?	Asset 4
Purchase or Lease Date	Purchase Date
Purchase Price	In-Service Date
Lease Fees	Purchase Price
In-Service Date	
Total Yearly Mileage	Did you sell or otherwise dispose of any assets?
Mileage for Rental	Asset 1
Commuting Mileage	Date Disposed
Fuel	Selling Price
Insurance	Asset 2
Maintenance/Repairs	Date Disposed
Tabs/Registration	Selling Price
Interest on Auto Loan	Asset 3
Parking/Tolls/Ferries	Date Disposed
	Selling Price

