

**RENTAL PROPERTY - 2023**

**(List income & expenses as 100%, do NOT adjust for % of ownership)** %Owner Sold BNB/VRBO

ADDRESSES: PROPERTY 1 \_\_\_\_\_

PROPERTY 2 \_\_\_\_\_

PROPERTY 3 \_\_\_\_\_

Did you actively participate in the management of these properties? \_\_\_\_\_

Are any of the listed properties vacation homes? (AirBnB / VRBO etc.) \_\_\_\_\_

If it is a vacation rental, what is the average length of rental \_\_\_\_\_ days

If it is a vacation rental, please describe any significant services provided \_\_\_\_\_

Did you do a tax deferred Section 1031 exchange with any of these properties? \_\_\_\_\_

**\*\*Please provide all exchange documents\*\***

|                          | PROPERTY 1 | PROPERTY 2 | PROPERTY 3 |
|--------------------------|------------|------------|------------|
| <b>GROSS RENTS:</b>      | _____      | _____      | _____      |
| # OF DAYS RENTED IN 2023 | _____      | _____      | _____      |

**OPERATING EXPENSES:** (Have you filed all required 1099's? \_\_\_\_\_ Note - Due 01/31/2024)

*Are all expenses listed ordinary and necessary to this business activity?* \_\_\_\_\_

|   |       |       |       |
|---|-------|-------|-------|
| ADVERTISING   | _____ | _____ | _____ |
| AIRBNB/VRBO FEES  | _____ | _____ | _____ |
| AUTO MILEAGE  | _____ | _____ | _____ |
| BANK CHARGES  | _____ | _____ | _____ |
| CITY LICENSE  | _____ | _____ | _____ |
| COMMISSIONS   | _____ | _____ | _____ |
| CLEANING & MAINTENANCE  | _____ | _____ | _____ |
| GARDENER/LANDSCAPING  | _____ | _____ | _____ |
| HANDYMAN  | _____ | _____ | _____ |
| HOMEOWNER'S DUES  | _____ | _____ | _____ |
| INSURANCE   | _____ | _____ | _____ |
| LEGAL FEES (Includes evictions)                                       | _____ | _____ | _____ |
| MANAGER SALARY  | _____ | _____ | _____ |
| MORTGAGE INTEREST - 1 <sup>ST</sup>                                   | _____ | _____ | _____ |
| (Provide F-1098 if available) - 2 <sup>ND</sup>                       | _____ | _____ | _____ |
| OFFICE SUPPLIES   | _____ | _____ | _____ |
| PEST CONTROL  | _____ | _____ | _____ |
| POOL MAINTENANCE  | _____ | _____ | _____ |
| POSTAGE   | _____ | _____ | _____ |
| RENT CONTROL  | _____ | _____ | _____ |
| SUPPLIES  | _____ | _____ | _____ |
| TAXES   | _____ | _____ | _____ |
| TRAVEL  | _____ | _____ | _____ |
| <b>REPAIRS:</b> (if > \$600 1099 required to be issued to contractor) |       |       |       |
| ELECTRICAL  | _____ | _____ | _____ |
| MISCELLANEOUS   | _____ | _____ | _____ |
| PAINTING  | _____ | _____ | _____ |
| PLUMBING  | _____ | _____ | _____ |
| ROOF  | _____ | _____ | _____ |
| <b>UTILITIES:</b>   |       |       |       |
| ELECTRIC  | _____ | _____ | _____ |
| GAS   | _____ | _____ | _____ |
| TELEPHONE   | _____ | _____ | _____ |
| WATER & TRASH   | _____ | _____ | _____ |
| CABLE/INTERNET  | _____ | _____ | _____ |
| <b>OTHER EXPENSES:</b>  |       |       |       |
| _____   | _____ | _____ | _____ |
| _____   | _____ | _____ | _____ |

**\*\*If you paid expenses or fees in excess of \$600 to an individual, you must issue a 1099 to that person\*\***

**MISCELLANEOUS ASSETS PURCHASED IN 2023:** (appliance purchases, etc. / Please indicate new or used)

| ITEM  | DATE  |       |       |       |
|-------|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

**MAJOR IMPROVEMENTS MADE IN 2023:**

| ITEM  | DATE  |       |       |       |
|-------|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |