

# Rental Properties Worksheet

3-Jan-08

<u>Address</u>	<u>Unit #1</u>	<u>Unit #2</u>	<u>Unit #3</u>
Street Address	_____	_____	_____
City, ST, Zip	_____	_____	_____
(Inside City Limits - ???)	_____	_____	_____

## Income

Rent & Deposits Kept	_____	_____	_____
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## Expenses

Advertising:	_____	_____	_____
Auto Mileage & Travel Costs:	_____	_____	_____
Cleaning & Maintenance:	_____	_____	_____
Commissions & Mgt Fees:	_____	_____	_____
Property & Liability Insurance:	_____	_____	_____
Licenses & Permits:	_____	_____	_____
Legal and Professional Fees:	_____	_____	_____
Mortgage Interest #1:	_____	_____	_____
Mortgage Interest #2:	_____	_____	_____
Home Equity Interest:	_____	_____	_____
Painting & Decorating:	_____	_____	_____
Pest Control:	_____	_____	_____
Plumbing & Electrical:	_____	_____	_____
Repairs - Buildings:	_____	_____	_____
Repairs - Equipment:	_____	_____	_____
Supplies:	_____	_____	_____
Real Estate Taxes:	_____	_____	_____
Telephone:	_____	_____	_____
Utilities:	_____	_____	_____
Wages & Labor Costs:	_____	_____	_____
Misc. & Other Costs:	_____	_____	_____

## Major Purchases: (List item, cost & date — Examples: appliance, carpet, equipment, tools )

_____	_____	_____
_____	_____	_____
_____	_____	_____

## Major Improvements: ( List improvement, cost & date — Examples: windows, siding, furnace, roof )

_____	_____	_____
_____	_____	_____
_____	_____	_____

**If purchased, sold or refinanced a rental property, bring in the settlement/closing papers**