

*Elite* Tax & Financial Services, LLC

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Rental Property - Schedule E Income & Expenses Input Sheet

This must be completely filled out otherwise you will incur extra preparation fees.

Taxpayer \_\_\_\_\_ Tax Year \_\_\_\_\_

**Current clients enter address, days rented, days used personally, mileage and income and expenses. We also need to know if you paid someone over \$600 and if so then we can help you issue a 1099 to that person. And we need to know if you sold it.**

**Physical Address of Property** (street, city, state, ZIP)

**Type of Property** (Single Family, Multi-Family, Vacation/Short Term, Commercial, etc.)

**Fair Rental Days** \_\_\_\_\_ **Personal Use Days** \_\_\_\_\_

**Income Rent Received** \$ \_\_\_\_\_ **Date Placed in Service** \_\_\_\_\_ (when did rental start)

**FMV of Home or Purchase price** \_\_\_\_\_ **Value of Land** \_\_\_\_\_  
**Depreciable Value** \_\_\_\_\_  
(Preparer will calculate)

**Percentage of Ownership** \_\_\_\_\_ **Did you dispose of this rental during the year** Yes \_\_\_\_\_ No \_\_\_\_\_

***DID YOU MAKE ANY PAYMENTS TO ANYONE THAT WERE OVER \$600*** Yes \_\_\_\_\_ No \_\_\_\_\_

***Did you issue a 1099 NEC to the person or company you paid over \$600?*** Yes \_\_\_\_\_ No \_\_\_\_\_

***Please see the Schedule E tab on our website for more information regarding payments over \$600.***

**Auto Mileage or Actual Expenses** Need the mileage below in order to prepare an accurate Schedule E for the taxpayer.

Type of vehicle \_\_\_\_\_

Total Mileage of vehicle all year \_\_\_\_\_ business miles \_\_\_\_\_

**Advertising** (Newspaper ads, yard signs) \$ \_\_\_\_\_

**Cleaning and Maintenance** (Cleaning Supplies, Maintenance Agreements) \$ \_\_\_\_\_

**Commission** (Commission you paid someone to find a tenant) \$ \_\_\_\_\_

**Insurance** (Home Owners Insurance, Liability, renters insurance if you carry it) \$ \_\_\_\_\_

**Legal and Professional Fees** (Tax prep fee (Lisa will calculate this)) \$ \_\_\_\_\_

**Other Legal Fees** \$ \_\_\_\_\_

**Management Fees** (you hire someone to manage the property for you) \$ \_\_\_\_\_

**Mortgage Interest** \$ \_\_\_\_\_

**Repairs** (fixing locks, painting a room, etc) \$ \_\_\_\_\_

**Supplies** (supplies used for repairs) \$ \_\_\_\_\_

**Taxes** (real estate taxes) \$ \_\_\_\_\_

**Travel Expenses** (lodging for out of town rentals) \$ \_\_\_\_\_

**Utilities** (utilities paid by you during vacancy or if you provide utilities) \$ \_\_\_\_\_

**Other Expenses**

**Home Owners Dues** \$ \_\_\_\_\_

**Meals** (for out of town rentals) \$ \_\_\_\_\_

**Pest Control** \$ \_\_\_\_\_

**Lawn Care** \$ \_\_\_\_\_

**Depreciable Assets** (roof replacement, kitchen update anything over \$1500):

<b><u>Item Purchased</u></b>	<b><u>Date Purchased</u></b>	<b><u>Amount</u></b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**This information is true and correct to the best of my knowledge.**

\_\_\_\_\_  
**Taxpayer**

\_\_\_\_\_  
**Date**