

RENTAL PROPERTY WORKSHEET

PROPERTY 1- Type of Property: _____

Address: _____

City _____

State _____

Zip _____

PROPERTY 2- Type of Property: _____

Address: _____

City _____

State _____

Zip _____

TYPE OF PROPERTY:	PROP 1	PROP 2
GROSS INCOME:		
ADVERTISING		
HOMEOWNER'S ASSOC DUES		
BANK CHARGES		
CLEANING & MAINTENANCE		
COMMISSIONS		
INSURANCE		
GARDENING		
LEGAL & ACCOUNTING		
MANAGEMENT FEES		
MORTGAGE INTEREST		
REAL ESTATE TAX		
SUPPLIES		
PAINTING		
PEST CONTROL		
PLUMBING		
REPAIRS:		
CARPENTRY		
ELECTRICAL REPAIRS		
FURNACE, AIR CONDITIONER		
IMPROVEMENTS		
ROOFING		
TRAVEL		
TRASH REMOVAL		
UTILITIES - water, power, gas		

Name _____ Last Four Digits SS# *** - ** -

BUSINESS EQUIPMENT PURCHASED DURING THE YEAR:

Date Purchased	Description	Cost

CHECK LIST:

- Make sure all names are exactly as they appear on the Social Security cards.
- Subtotal all your receipts and write the totals in the appropriate categories.
- Bring all W-2s and 1099s with you.
- If you sold any stocks, bring in all information, including date and price of purchase and sale.
- Make sure Social Security numbers are included for all children (dependents).
- Fill out the following:

Address: _____

City _____ State _____ Zip _____

Phone: home _____ work _____ cell _____

email: _____

for more info: sendforms@hnrclark.com

or save, print and fax to: **818.848.5832**

H.N.R. CLARK

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FOR OFFICE USE ONLY:

ESTIMATED FED REFUND _____ ESTIMATED STATE REFUND _____