

Lyndsey Mitchell, EA  
 501 Lakeridge Road  
 Guilford, VT 05301

2023  
 Rental Property Organizer

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Rental Income/Expense Tracking (please list either monthly or annual totals)

Actuals Only, Estimates are not Acceptable

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	SUM
Rents Received													\$ -
IRS Suggested Expense Categories													\$ -
Advertising													\$ -
Cleaning & Maintenance													\$ -
Liability & Property Insurance													\$ -
Legal & Professional Fees													\$ -
Management Fees													\$ -
Mortgage Interest													\$ -
Repairs & Maintenance													\$ -
Supplies													\$ -
Real Estate Taxes													\$ -
Utilities													\$ -
Other Commonly Used Categories													\$ -
HOA / Association Dues													\$ -
Landscaping													\$ -
Licenses & Permits													\$ -
Painting & Decorating													\$ -
Tenant Gifts (up to \$25/person)													\$ -
Travel													\$ -
													Net Profit (before depreciation)
													\$ -

**Property Info**

Address

How many months was property available as a rental property?

Was this property used as a personal residence during the year?

How many months was this a personal residence?

**For New Properties** (or those converted from residences):

Date of Purchase

Purchase Price

Cost of Improvements Since Purch

**Automobile Info**

Year, Make & Model

Total Miles Driven for Rental Prop

Total Miles Driven during year

Do you Have Written Mileage Record?

**Assets Costing More than \$2,500 Purchased During 2023**

i.e. major remodels, high end furniture, appliances

Description	Date	Cost
		\$ -
		\$ -
		\$ -
		\$ -