

Lyndsey Mitchell, EA
501 Lakeridge Road
Guilford, VT 05301

2025
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?

yes / no

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

Date began renting

Automobile Info

Year, Make & Model

Total Miles Driven for Rental Prop

Total Miles Driven during year

Do you Have Written Mileage Record? yes / no

Assets Costing More than \$2,500 Purchased During 2024

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

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