SPECIALTY WORKSHEET for RENTAL & PROPERTY

In order to maximize your deductions, please complete this form.

TAXPAYER _____ TAX YEAR _____

Advertising - Newspapers		Paging Service	
Advertising - Other		Painting	
Advertising - Referral Fees		Pest Control	
Air Conditioner - Purchase		Postage	
Air Conditioner - Service		Rental Bank Charges	
Alarm System		Repairs, Electrical	
Association Dues		Repairs, Equipment, Equipment Rental	
Bookkeeping		Repairs, Other	
Casual Labor	Attach List	Repairs, Plumbing	
Cleaning and Maintenance		Repairs, Refrigerator	
Cleaning and Maintenance - Carpet		Repairs, Roof	
Cleaning and Maintenance - Pool		Repairs, Structure	
Cleaning and Maintenance - Pool Supplies		State Industrial Insurance Service	
Commissions		Storage, Filing Cabinets	
Credit Checks		Storage, Rental	
Deposit Refunds Reported as Income		Supplies	
Drapes - Cleaning		Taxes	
Drapes - Purchase		Tools	
Hot Water Heater - Purchase		Transportation Expenses	
Hot Water Heater - Repairs		Travel Away From Home Overnight	Attach List
Insurance		Travel Mileage	Attach Log Book
Interest - All Other		Utilities - Electricity	
Interest - Mortgage		Utilities - Gas & Other	
Keys		Utilities, Telephone - Office / or Cell	
Lawn Care		Utilities - Telephone - Answering Service	
Legal and Professional Fees		Utilities, Water & Power	
Legal Fees - Evictions, etc.		Wages - Have you filed W-2's or 1099's? (Y) (N)	
License			
Lock Boxes			
Locks			
Management Fees			
Mileage - Business	Attach Log Book		
Notary Fees			
Office Supplies, Notebooks			
Office Supplies, Other			
Office Supplies, Pens, Pencils			
Office Supplies, Receipt Books			
Office Supplies, Stationery Supplies			
		IMPORTANT INFORMATION	
		Date you purchased property	
		Purchase Price or Basis	
		Improvements or Additions (Cost)	
		GROSS INCOME FROM THIS RENTAL: (Do not combine buildings)	

THE ABOVE EXPENSES ARE ORDINARY AND NECESSARY IN MY RENTAL ACTIVITY.