

<i>Asset</i>	<i>Date Purchased</i>	<i>Cost</i>	<i>Date Placed in Service</i>	<i>Date Sold or Taken Out of Service</i>	<i>Selling Price</i>	<i>Trade-In?</i>

Types of Rental Income	Description
Advance rent	An amount received prior to the period the payment covers.
Payment for cancelling a lease	Any amount paid by a tenant to cancel a lease.
Expenses paid by tenant	Any amount paid by a tenant on behalf of the property owner to cover maintenance or improvement expenses.
Property or services	The FMV of property or services received in lieu of rent.

A security deposit is not included in rental income when received if you plan to return it to the tenant at the end of the lease. If any amount is kept during the year because the tenant did not live up to the terms of the lease, include that amount as rental income. If an amount called a security deposit is to be used as a final payment of rent, it is advance rent and is included as income in the year received.

## Contact Us

There are many events that can occur during the year that can affect your tax situation. Preparation of your tax return involves summarizing transactions and events that occurred during the prior year. In most situations, treatment is firmly established at the time the transaction occurs. However, negative tax effects can be avoided by proper planning. Please contact us in advance if you have questions about the tax effects of a transaction or event, including the following:

- Pension or IRA distributions.
- Significant change in income or deductions.
- Job change.
- Marriage.
- Attainment of age 59½ or 73.
- Sale or purchase of a business.
- Sale or purchase of a residence or other real estate.
- Retirement.
- Notice from IRS or other revenue department.
- Divorce or separation.
- Self-employment.
- Charitable contributions of property in excess of \$5,000.

This brochure contains general information for taxpayers and should not be relied upon as the only source of authority. Taxpayers should seek professional tax advice for more information.

# Rental Income and Expense Worksheet



Butler Accounting &amp; Taxes Inc.

28 W 501 Batavia Road

Warrenville, IL 60555

630-393-0334

Website : Butlertaxes.net

Mobile: 630-476-0334 Fax: 630-393-7948

## Rental Expenses Worksheet

**Property Address:**[illegible]