

Rental Property Expense Worksheet for tax year 2024

Name of the business X		EIN		
Name of the legal representative/owner X		Last 4	of SS#	
Indicate below your business structure (only for new clients)				
Self-employed (Property is owned by individual)				
Single Member LLC (Property is owned by the LLC-Sch. E of form 1040)				
Single Member LLC taxed as Corporation (From 1120 or 1120S)				
Multi Member LLC taxed as Partnership (Form 1065)				
Multi Member LLC taxed as Corporation (Form 1120 or 1120S)				
Corporation (INC, Corp, Co, PC) (Form 1120 or 11208)				
Partnership (LLP, LP, GP) (Form 1065)				
RENTAL INCOME RECEIVED (IF NOT REPORTED ON 1099)			\$	
All expenses/deductions MUST have supporting documentation (receipts, check, bill, letter, etc) to support the deductions, don't submit the receipts to us				
Expenses			AMOUNT/YEAR	
1 Advertising & Marketing		1]\$	
2 Bank Fees		2	\$	
3 Mortgage Loan Payments (interest only)		3	\$	
4 Property Insurance		4	\$	
5 Car (gas, oil change, repairs) - Is the car(s) registered on the business? YES		5	\$	
6 Car Insurance		6	\$	
7 Car Lease		7	\$	
8 Cell Phone		8	\$	



1050 Wall St West Ste 350 Lyndhurst NJ 07071 201-773-0777 Main 877-825-2479 Fax accounting@taxbizpro.com

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9 Charity Contributions 9 \$ 10 Entertainment Exp. NOT DEDUCTABLE 10 \$ 11 Equipment purchased (indicate purchase date) 11 \$ 12 Furniture and Fixtures Purchased (indicate purchase date) 12 \$ 13 Licenses and Permits 13 \$ 14 Meals (with clients, business related) 14 \$ 15 Office Cleaning and Maintenance 15 \$ 16 Office Expenses (telephone, internet, etc) 16 \$ 17 Office Rent 17 \$ 18 Repairs & Maintenance 18 \$ 19 Office Supplies 19 \$ 20 Outside Help/Temps 20 \$ 21 Parking Exp 21 \$ 22 Postage & Shipping 22 \$ 23 Professional Education (seminars, books, etc) 23 \$ 24 Professional Fees (Accountant/Attorney etc) 24 \$ 25 Property Purchase (include closing documents) 25 \$ 26 Property Management Fees 26 \$ 27 Property Management Fees 27 \$ 28 Property Insurance 28 \$ <th colspan="5"></th>					
11 Equipment purchased (indicate purchase date)11\$12 Furniture and Fixtures Purchased (indicate purchase date)12\$13 Licenses and Permits13\$14 Meals (with clients, business related)14\$15 Office Cleaning and Maintenance15\$16 Office Expenses (telephone, internet, etc)16\$17 Office Rent17\$18 Repairs & Maintenance18\$19 Office Supplies19\$20 Outside Help/Temps20\$21 Parking Exp21\$22 Postage & Shipping21\$23 Professional Education (seminars, books, etc)23\$24 Professional Fees (Accountant/Attorney etc)24\$25 Property Purchase (include closing documents)25\$26 Property Management Fees26\$27 Property Taxes27\$28 Property Insurance28\$29 Salaries & Wages29\$30 Tolls30\$31 Travel (long range to and from client)31\$	9 Charity Contributions	9	\$		
12 Furniture and Fixtures Purchased (indicate purchase date)1213 Licenses and Permits1314 Meals (with clients, business related)1415 Office Cleaning and Maintenance1516 Office Expenses (telephone, internet, etc)1617 Office Rent1718 Repairs & Maintenance1819 Office Supplies1920 Outside Help/Temps2021 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Insurance2728 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	10 Entertainment Exp. NOT DEDUCTABLE	10	\$		
13 Licenses and Permits1314 Meals (with clients, business related)1415 Office Cleaning and Maintenance1516 Office Expenses (telephone, internet, etc)1617 Office Rent1718 Repairs & Maintenance1819 Office Supplies1920 Outside Help/Temps2021 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	11 Equipment purchased (indicate purchase date)	11	\$		
14 Meals (with clients, business related)14815 Office Cleaning and Maintenance15\$16 Office Expenses (telephone, internet, etc)16\$17 Office Rent17\$18 Repairs & Maintenance18\$19 Office Supplies19\$20 Outside Help/Temps20\$21 Parking Exp21\$22 Postage & Shipping22\$23 Professional Education (seminars, books, etc)23\$24 Professional Fees (Accountant/Attorney etc)24\$25 Property Purchase (include closing documents)25\$26 Property Management Fees26\$27 Property Taxes27\$28 Property Insurance28\$29 Salaries & Wages29\$30 Tolls30\$31 Travel (long range to and from client)31\$	12 Furniture and Fixtures Purchased (indicate purchase date)	12	\$		
15 Office Cleaning and Maintenance 15 \$ 16 Office Expenses (telephone, internet, etc) 16 \$ 17 Office Rent 17 \$ 18 Repairs & Maintenance 18 \$ 19 Office Supplies 19 \$ 20 Outside Help/Temps 20 \$ 21 Parking Exp 21 \$ 22 Postage & Shipping 22 \$ 23 Professional Education (seminars, books, etc) 23 \$ 24 Professional Fees (Accountant/Attorney etc) 24 \$ 25 Property Purchase (include closing documents) 25 \$ 26 Property Management Fees 26 \$ 27 Property Taxes 27 \$ 28 Property Insurance 28 \$ 29 Salaries & Wages 29 \$ 30 Tolls 30 \$ \$	13 Licenses and Permits	13	\$		
16 Office Expenses (telephone, internet, etc) 16 \$ 17 Office Rent 17 \$ 18 Repairs & Maintenance 18 \$ 19 Office Supplies 19 \$ 20 Outside Help/Temps 20 \$ 21 Parking Exp 21 \$ 22 Postage & Shipping 22 \$ 23 Professional Education (seminars, books, etc) 23 \$ 24 Professional Fees (Accountant/Attorney etc) 24 \$ 25 Property Purchase (include closing documents) 25 \$ 26 Property Management Fees 26 \$ 27 Property Insurance 28 \$ 29 Salaries & Wages 29 \$ 30 Tolls 30 \$ 31 Travel (long range to and from client) 31 \$	14 Meals (with clients, business related)	14	\$		
17 Office Rent1718 Repairs & Maintenance1819 Office Supplies1920 Outside Help/Temps2020 Outside Help/Temps2021 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	15 Office Cleaning and Maintenance	15	\$		
18 Repairs & Maintenance1819 Office Supplies1920 Outside Help/Temps2020 Nutside Help/Temps2021 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	16 Office Expenses (telephone, internet, etc)	16	\$		
19 Office Supplies1920 Outside Help/Temps2021 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	17 Office Rent	17	\$		
20 Outside Help/Temps20\$21 Parking Exp21\$22 Postage & Shipping22\$23 Professional Education (seminars, books, etc)23\$24 Professional Fees (Accountant/Attorney etc)24\$25 Property Purchase (include closing documents)25\$26 Property Management Fees26\$27 Property Taxes27\$28 Property Insurance28\$29 Salaries & Wages29\$30 Tolls30\$31 Travel (long range to and from client)31\$	18 Repairs & Maintenance	18	\$		
21 Parking Exp2122 Postage & Shipping2223 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	19 Office Supplies	19	\$		
22 Postage & Shipping22\$23 Professional Education (seminars, books, etc)23\$24 Professional Fees (Accountant/Attorney etc)24\$25 Property Purchase (include closing documents)25\$26 Property Management Fees26\$27 Property Taxes27\$28 Property Insurance28\$29 Salaries & Wages29\$30 Tolls30\$31 Travel (long range to and from client)31\$	20 Outside Help/Temps	20	\$		
23 Professional Education (seminars, books, etc)2324 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	21 Parking Exp	21	\$		
24 Professional Fees (Accountant/Attorney etc)2425 Property Purchase (include closing documents)2526 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	22 Postage & Shipping	22	\$		
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26 Property Management Fees2627 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	24 Professional Fees (Accountant/Attorney etc)	24	\$		
27 Property Taxes2728 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	25 Property Purchase (include closing documents)	25	\$		
28 Property Insurance2829 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	26 Property Management Fees	26	\$		
29 Salaries & Wages2930 Tolls3031 Travel (long range to and from client)31	27 Property Taxes	27	\$		
30 Tolls30 \$31 Travel (long range to and from client)31 \$	28 Property Insurance	28	\$		
31 Travel (long range to and from client) 31 \$	29 Salaries & Wages	29	\$		
	30 Tolls	30	\$		
	31 Travel (long range to and from client)	31	\$		
<u>32 Utilities</u> 32 \$	32 Utilities	32	\$		
33 Other Expenses - indicate what it is 33 \$	33 Other Expenses - indicate what it is	33	\$		



Rental Property Expense Worksheet for tax year 2024

For Auto Expenses (update only if you changed the car from last year, or you are a new client) Make/Model Purchase Date Purchase Price/Cost Mileage Info Total mileage driven this year (i.e. between business or customers) Home Office Deduction: (update only if anything changed from last year, or you are a new Total square footage of the house Square footage of the office area used exclusively for business in the house Please list any additional info not listed above

Please sign X

Date_____