



Owner _____ Property address _____

THE PROPERTY

- ☐ Days rented at a fair rent _____ days
- ☐ Days used by you or family, or rented below market _____ days
- ☐ Your ownership share, if you own it with someone other than your spouse _____ %
- ☐ Closing statement, if you bought the property in 2026

INCOME

- ☐ Rents received \$ _____
- ☐ Advance rent collected for 2027 \$ _____
- ☐ Security deposits you kept \$ _____
- ☐ Late fees, pet fees and other charges \$ _____
- ☐ Bills a tenant paid for you in place of rent \$ _____
- ☐ 1099-MISC or 1099-K for rents (send the form)

IMPROVEMENTS AND PURCHASES

- ☐ Roof, HVAC, kitchen or bath remodels, additions, appliances, flooring and furniture: date, description and cost

Date	What was done or bought	Cost
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- ☐ Points paid on a purchase or refinance \$ _____

SOLD OR STOPPED RENTING

- ☐ Closing statement for the sale
- ☐ Date you stopped renting or moved in

EXPENSES

- ☐ Advertising and listing fees \$ _____
- ☐ Cleaning and maintenance \$ _____
- ☐ Leasing commissions \$ _____
- ☐ Insurance: landlord, flood, umbrella \$ _____
- ☐ Legal and professional fees \$ _____
- ☐ Management fees \$ _____
- ☐ Mortgage interest (send the 1098) \$ _____
- ☐ Other interest \$ _____
- ☐ Repairs \$ _____
- ☐ Supplies \$ _____
- ☐ Property taxes \$ _____
- ☐ Utilities you paid \$ _____
- ☐ HOA or condo fees \$ _____
- ☐ Landscaping, snow removal, pest control \$ _____
- ☐ Miles driven for the rental _____ miles
- ☐ Other: _____ \$ _____
- ☐ Other: _____ \$ _____
- ☐ Other: _____ \$ _____

CONTRACTORS

- ☐ Anyone you paid \$2,000 or more: name, address, tax ID

Fill in the totals for the year, or check the box and send the statements and we will total them. Not sure where something goes? Write it under Other. Upload through the client portal or leave it in our secure, locked drop-off box.