

## Schedule E Worksheet

Prepare a separate worksheet for each property.

### Schedule E Worksheet (Rental Property) Provide all 1099's (MISC & NEC) received and issued by your company.

Type of Property: (Residential Rental, Duplex, Commercial Rental, Vacation Rental, etc.): \_\_\_\_\_

**Total Rent Received in 2023 (Do Not Include Security Deposit):** \_\_\_\_\_

Do you occupy any of the property? \_\_\_Yes \_\_\_No # of Days Rented: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Did you file any 1099-NEC's for services rendered to you? \_\_\_Yes \_\_\_No

EXPENSE CATEGORY	AMOUNT	COMMENTS
Accounting Services		
Advertising		
Association Dues, HOA Fees		
Bank Charges		
Cleaning		
Commissions		
Contract Labor		
Gardening		
Insurance-Homeowner's		
Legal and Professional Fees		
Licenses and Permits		
Management Fees		
Credit Card Interest		
Mortgage Interest		
Qualified Insurance Premiums		
Painting and Decorating		
Pest Control		
Plumbing and Electrical		
Repairs- Buildings, Equipment		
Office Supplies		
General Supplies		
Property Taxes		
Telephone		
Utilities		
Meals-Business		
Parking Fees and Tolls		

## Schedule E Worksheet

Other Expenses: _____		
Other Expenses: _____		

**Vehicle Information – Breakout by each vehicle – Miles MUST be reported**

Do you have a documented log book for business miles driven? \_\_\_\_ Yes \_\_\_\_ No  
**\*\*It is necessary for you to keep these records. If you use a mileage app, print out logs.**

**VEHICLE #1**

Year/Make/Model:	Business Miles Driven:
Date Placed in Service:	Personal Miles Driven:

**VEHICLE #2**

Year/Make/Model:	Business Miles Driven:
Date Placed in Service:	Personal Miles Driven:

**\*\*If any vehicles do not take the standard mileage deduction, please list the actual expenses.**

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

EXPENSE CATEGORY	AMOUNT	COMMENTS
Fuel		
Repairs		
Tires		
Insurance		

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

EXPENSE CATEGORY	AMOUNT	COMMENTS
Fuel		
Repairs		
Tires		
Insurance		

**Capital Improvements & Betterments of Existing Equipment vs. Routine Repairs**

Some repairs are day-to-day items that are expensed in the current year, however, with the new repair regulations, some repairs will need to be capitalized and depreciated over the asset's useful life or remaining useful life.

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**Fixed Asset Purchases and Vehicle Trade Ins-** Please provide a list of all assets purchased (buildings, equipment, vehicles, etc.) outright or via trade in and any major repairs or improvements to existing assets in 2023 that **exceed \$2,500**. Be sure to include the following information. Please provide asset purchase and vehicle trade in paperwork. Please use additional sheets if necessary.

Description:

Date Placed in Service:

Cost:

What were you repairing or restoring?

Was this obtained via trade-in?

Description:

Date Placed in Service:

Cost:

What were you repairing or restoring?

Was this obtained via trade-in?

**Fixed Asset Disposals-** Please provide details on all assets disposed of during 2023. This includes assets that were sold, given away, converted to personal use, scrapped or destroyed.

Description:

Date Disposed:

Sale Price:

Was this disposed via trade-in?

Description:

Date Disposed:

Sale Price:

Was this disposed via trade-in?