



O'Rourke Tax Service, Inc.

Rental Tax Itemizer (2023)

Please Fill Out One Worksheet Per Rental Property and Return to Our Office

Rental Property Worksheet

Fill Out One Sheet for Each Property

Street Address	City	State	Zip
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Property Type: Single Family Multi Family Short-Term Commercial Land Other (Describe):

This Property Was: Used as a Rental in the Previous Year
 (check all that apply) Bought (or Placed into Service) This Year – Bring Purchase Settlement Statement
 Sold (or Taken Out of Service) This Year – Bring Sale Settlement Statement

Days Property Was Rented: _____ Days Property Used Personally: _____

Income	Amount
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Total Rent Received (include security deposits that became nonrefundable to the tenant)	
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Did You Sell Any Assets Used by this Rental (such as old appliances)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Expenses	Amount
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Advertising & Promotion	
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Rental Mileage Driven (miles driven for this rental property)	See Worksheet Below
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Cleaning & Maintenance	
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Commissions/Management Fees (Paid to rental agencies, such as AirBnB, VRBO, etc.)	
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Insurance (PMI, liability, umbrella policies, etc.)	
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Legal & Accounting	
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Interest – Mortgage (Provide Form 1098)	
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Interest – Other (Rental credit cards/other loans related to property)	
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Repairs	
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Supplies (General supplies for rental property)	
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Taxes (Property taxes paid in 2023)	
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Utilities (Paid directly by you)	
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HOA or Other Fees	
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Bank Charges (Bounced check fees, etc.)	
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Appliances, Improvements, Furnishings, etc. Placed Into Service* (See Below for Explanation)

Description	Date Purchased	Cost	Business Use %

Milage Worksheet

Vehicle 1		Vehicle 2 (if applicable)	
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Did you keep a mileage log for this vehicle?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Did you keep a mileage log for this vehicle?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Vehicle Year, Make, & Model:	Vehicle Year, Make, & Model:
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Miles Driven for This Rental	Miles Driven for This Rental
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*Please list all purchases made during the year that have a useful life of greater than 1 year (examples: replace roof, replace driveway, new appliances, replace siding, replace flooring/carpeting, etc.). Attach an additional sheet if needed.