

# Howland Tax Services *International*



## 2024 Rental Income Checklist (United States)

### Identification

Address of property

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### Rental Period

From (month/day/year)

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To (month/day/year)

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Was 2024 the final year of the rental operation?

☐ Yes

☐ No

Did you or your family use the rental property for personal purposes at any time during the year?

☐ Yes

☐ No

If yes, how many days was it used for personal purposes, and how many days was it rented at Fair Market Value?

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### Details of co-owners or partners

Provide names, addresses, and percentage of ownership

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### Income

Number of units

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Percentage of property rented

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Rental income reported on Form 1099-MISC

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Other rental income

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Other income

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Note: rental income may include renting part or all of a property for a short time period (i.e. Airbnb).

Other income can include cancelled debt reported on Form 1099-C, or payment card and third party transactions reported on Form 1099-K.

Expenses

It is advisable to have receipts or invoices that show the amounts paid to document all expenses. Digital receipts and invoices are acceptable. Note that credit card or bank statements may not be considered to be adequate documentation.

Advertising	
Auto and travel	
Cleaning and maintenance	
Commissions	
Insurance	
Legal or professional fees	
Property management fees	
Mortgage interest paid to banks	
Other interest	
Repairs (non-capital)	
Supplies	
Property taxes	
Utilities	
Other expenses	

Asset Additions and Disposals

Please provide a breakdown of asset additions or disposals made in 2024:

	Additions	Disposals
Laundry machines, stoves, refrigerators, etc.		
Purchase or disposal date		
Cost or proceeds		
Furniture		
Purchase or disposal date		
Cost or proceeds		
Lawn mowers, yard equipment, other equipment (specify)		
Purchase or disposal date		
Cost or proceeds		

## Fair Market Value and Depreciation on Building

Please provide the following information for any new properties we don't have in our records yet:

On what date did you acquire the property for rental purposes, or convert the property to rental use?

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What was the property's cost basis?

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What was the value of the land in relation to the building?

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What renovations to the building or property improvements have been made? Provide details and dates:

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## Other Items

Please list any other taxable items related to the operation of your rental property.

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