

Client Name _____
 Property _____
 Property name _____
 Address _____
 City _____ State _____ Zip Code _____

Incomes & Expenses	Expenses
1. Rents received from tenants	
2. Rents received from 1099-MICS	
Total Income	
1. Advertising	
2. Auto expenses	
a. Car Information	
b. All mileages for this year	
c. Business mileages	
3. Meal & Entertainment	
4. Travel expense	
5. Cleaning & Maintenance	
6. Commissions	
7. Home Insurance	
8. Legal & Other professional fees	
9. Management fees	
10. Mortgage Interest Paid to Banks	
11. Repairs	
12. Supplies	
13. Real Estate Taxes	
14. Utilities	
15. Security	
16. Other expenses (phone, cable, bad debts...)	
17. Furniture	
18. Appliances	
19. Major improvement, remodel, addition, etc.	
Total expenses	