

**Lockey & Pierce, CPA's -- 2021 Tax Questionnaire
 Certified Public Accountants And Financial Planners**

Rental Property Checklist And Home Office Checklist

Type of property: _____ Location of property: _____

Rents collected: \$ _____

<u>Mortgage, Taxes, Insurance</u>	<u>Repairs And Maintenance</u>	<u>Utilities</u>
_____ Mortgage interest #1	_____ General maint. supplies	_____ Electric
_____ Mortgage interest #2	_____ General repairs	_____ Gas
_____ Mortgage interest #3	_____ Carpentry work	_____ Oil
_____ Property tax	_____ Concrete/masonry	_____ Rubbish
_____ Mortgage uninsurance	_____ Doors--interior/exterior	_____ Septic service
_____ Fire insurance	_____ Electrical repairs	_____ Sewer costs
	_____ Fences/boundary	_____ Water expense
<u>Equipment, Appliances, Tangibles</u>	_____ Heating systems	_____ Well maint/repair
_____ Appliances	_____ Landscaping	<u>Other Expenses</u>
_____ Carpeting/Flooring	_____ Lighting (interior, exter.)	_____ Advertising
_____ Decorations	_____ Painting	_____ Burglar/fire alarm
_____ Fixtures	_____ Pest control	_____ Cleaning cost
_____ Furnace/boiler	_____ Plumbing work	_____ Equipment rental
_____ Furniture	_____ Remodeling rooms	_____ Legal fees
_____ Laundry equipment	_____ Roofing or gutters	_____ Rental comm/fees
_____ Lawn equipment	_____ Sidewalk/driveway	_____ Security
_____ Outdoor furniture	_____ Siding--other exterior	_____ Service contracts
_____ Tools	_____ Windows	_____ Telephone calls
_____ Window treatments	_____ Other: _____	_____ Travel expenses
_____ Other: _____	_____ Other: _____	_____ Other: _____

_____ **Total square footage**

_____ **Square footage used for rental or home office**

How many miles driven for managing, maintaining, repairing, etc., the real estate? _____

Notes And Comments: