

**DATATAX**  
**Income Tax, Bookkeeping, Tax Planning**  
**637 S. Fairfax Avenue, Suite 102, Los Angeles, CA 90036**  
**Phone: (323) 852-1444 Fax: (323) 852-4746**

**RENTAL REAL ESTATE ORGANIZER**

**NAME:**

**PROPERTY TYPE:**

**ADDRESS:**

<b>TOTAL INCOME RECEIVED</b>	
<b>EXPENSES</b>	
ADVERTISING	
TRAVEL	
CLEANING/ MAINTENANCE	
COMMISSIONS	
MORTGAGE INSURANCE	
OTHER INSURANCE	
LEGAL/ ACCOUNTING FEES	
MANAGEMENT FEES	
MORTGAGE INTEREST (FORM 1098)	
OTHER INTEREST	
REPAIRS	
SUPPLIES	
REAL ESTATE TAXES	
OTHER TAXES (CITY, ETC.) - DESCRIPTION:	
OTHER TRANSPORTATION - DESCRIPTION:	
<b>UTILITIES</b>	
---ELECTRICITY/ WATER	
---GAS	
---OTHER (INCLUDE DESCRIPTION)	
<b>OTHER EXPENSES</b>	
PEST CONTROL	
GARDENING/ LANDSCAPE	
COMMUNICATION EXPENSES (TELEPHONE, CELLPHONE, FAX, ETC)	
OFFICE EXPENSES	
INTERNET	
POSTAGE	
DUES & SUBSCRIPTIONS	
TRASH COLLECTION	
MEMBERSHIP	
POOL SERVICE	



<b>PURCHASED ASSETS (I.E., APPLIANCES, FURNITURE, COMPUTER, OTHER EQUIPMENT, ETC)</b>		
<b>ITEM NAME</b>	<b>DATE ACQUIRED</b>	<b>TOTAL COST</b>
DID YOU MAKE ANY PAYMENTS THAT WOULD REQUIRE YOU TO FILE FORM(S) 1099?		Yes___ No___
IF ANSWER WAS YES, DID YOU OR WILL YOU FILE ALL REQUIRED FORM(S) 1099?		Yes___ No___
DAYS RENTED AT FAIR RENTAL VALUE		
DAYS OF PERSONAL USE		
OWNERSHIP PERCENTAGE		
PERCENTAGE OF RENTAL USE		