

Annual Tax Informational Guide

Rental Property	
Total Rents Collected	\$
Expenses	
Advertising	\$
Auto-Travel	\$
Commissions	\$
Improvements	\$
Lawn/Yard Service	\$
Legal Expense	\$
Mortgage Interest	\$
Equity/2nd Mortgage	\$
Property Taxes	\$
Property Insurance	\$
FHA/PMI Insurance	\$
Electricity	\$
Heat	\$
Water	\$
Telephone	\$
Garbage Service	\$
Pest Control	\$
Carpentry	\$
Electrical	\$
Heating/AC	\$
Painting	\$
Plumbing	\$
Roofing	\$
Supplies	\$

Medical	
Drugs & Medicines	\$
Medical Insurance Premiums	\$
Dr.	\$
Dr.	\$
Dr.	\$
Dentist	\$
Hospital	\$
Glasses & Contact Lenses	\$
Eye Exams	\$
Medical Supplies	\$
Medical Miles Driven	\$

Contributions	
Church	\$
Church	\$
Disabled Children	\$
United Way	\$
Other Charities	\$
Clothing	\$
Furniture	\$

IRA Contributions	
Your IRA Contribution	\$
Spouse's IRA Contribution	\$
ROTH IRA Contribution	\$

Other Deductions	
Preparing Tax Return	\$
Safe Deposit Box	\$
Union Dues	\$
Child Care	\$
Alimony	\$
Professional Association	\$
Small Hand Tools	\$
Uniforms/Cleaning	\$
Safety Shoes & Equipment	\$
Technical Books/Journals	\$
Job-Related Education	\$
Adoption Expenses	\$
Cell phone/Pager	\$
Computer Expenses	\$
Internet Access	\$

Moving Expenses	
From:	
To:	
Arrival Date	
Miles Driven	
Lodging Expenses in Route	\$
Moving Van Costs	\$
Rental Truck/Trailer Rental	\$
Rental Truck Gas/Oil	\$
Storage Expenses	\$
Air/Bus Fare	\$

Annual Tax Informational Guide

Small Business	
Gross Receipts	\$
Materials/Purchases	\$
Advertising	\$
Bank Charges	\$
Cell Phone	\$
Business Loan Interest	\$
Business Taxes Paid	\$
Equipment Purchased	\$
Equipment Leased	\$
Insurance-Liability	\$
Insurance-Workman's Comp	\$
Labor Paid Out	\$
License/Permits/Dues	\$
Office Expenses	\$
Postage/Freight	\$
Professional Fees	\$
Shop-Rent	\$
Shop-Utilities	\$
Suppliers	\$
Telephone Expense	\$
Tools Purchased	\$
Tools Rented	\$

Inventory	
Beginning Inventory at Cost- Jan. 1st	\$
Ending Inventory at Cost - Dec. 31st	\$
Inventory Draw/Personal Use	\$

Taxes	
State Income Tax W/H on W-2's	\$
Other State Income Tax Paid	\$
Real Estate Tax-Residence	\$
Real Estate Tax-Other	\$
Ad Valorem Tax on Auto Tags	\$
Personal Property Taxes	\$

Mortgage Interest	
First Mortgage	\$
Second Mortgage	\$
Mortgage Paid to an Individual	\$
Home-Equity Loans	\$
Home-Equity Lines of Credit	\$
Private Mortgage Insurance	\$

Energy Credits	
Circulation Fans	\$
Heat Pump	\$
Water Heater	\$
Air Conditioner	\$
Home Insulation	\$
Storm Doors/Windows	\$
New Hybrid Auto Purchase	\$
New Mixed-Fuel Auto Purchase	\$

College Expenses	
Tuition Paid	\$
Textbooks	\$
Supplies	\$
Student Loan Interest	\$