

RENTAL QUESTIONNAIRE



**VILLAGE OF LEXINGTON
DIVISION OF TAXATION
44 WEST MAIN STREET
LEXINGTON, OH 44904
(419)884-0765 ext 5
FAX(419)884-1640**

**JAMES L BANKS
FINANCE DIRECTOR**

**DEBORAH SARVER
INCOME TAX CLERK**

www.lexingtonohio.us

AS OWNER OF RENTAL PROPERTY LOCATED INSIDE LEXINGTON, YOU WILL BE REQUIRED TO FILE A LEXINGTON INCOME TAX RETURN EVERY YEAR THAT YOU OWN YOUR RENTAL BY APRIL 15TH. PLEASE INCLUDE A COPY OF YOUR FEDERAL SCHEDULE E, RENTAL PROFIT/LOSS FORM.

TO ESTABLISH AN ACCURATE RECORD FOR YOUR LEXINGTON INCOME TAX ACCOUNT, PLEASE COMPLETE AND RETURN PROMPTLY THE FOLLOWING QUESTIONNAIRE. PLEASE TYPEWRITE OR PRINT PLAINLY AND ANSWER ALL QUESTIONS. YOUR COOPERATION WILL BE APPRECIATED.

NAME AND ADDRESS:

PHONE NUMBER: _____

SOCIAL SECURITY NUMBER: _____

ADDRESS OF PROPERTY ACQUIRED IN LEXINGTON FOR USE AS RENTAL:

DATE PURCHASED: _____

YOU WILL ALSO NEED TO SEND IN A COMPLETED RENTAL LISTING OF ALL YOUR RENTERS FOR EACH YEAR INCLUDING NAMES OF TENANTS AND DATES MOVED INTO AND OUT OF YOUR RENTAL. FORWARDING ADDRESSES OF FORMER TENANTS ARE REQUIRED WHEN POSSIBLE. THIS COMPLETED LIST IS DUE BY JANUARY 31ST.