



## Bookkeeping Tips for Hosts...

1. Open a separate bank account for your short-term rental income & expenses.
2. Do not mix business & personal.
3. Highly recommend you use an accounting software to track your income & expenses.
4. Reconcile your bank, credit card, PayPal or loan statements monthly.
5. Have a filing system.
6. Keep those receipts (IRS is not paperless).
7. Track your business mileage.
8. Don't forget to send out 1099 forms, if needed.
9. In case of doubt, hire a bookkeeper!



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