



DEPARTMENT OF HEALTH SERVICES
MY HEALTH LA (MHLA)
PRINCIPAL RENTAL INCOME WORKSHEET

NOTE: Use for multiple unit dwellings(s), e.g., a back house, on property exempt as the principal residence.

Primary Informant Name	Application ID	Month	Year
1. Total Number of Rooms (Do not count bathrooms, hallways closets unfinished basements, lofts or attics). _____			
2. Number of Rooms Rented. _____			
3. Percentage Producing Income (Line 2 divided by 1) _____			
4. Gross Monthly Rents (If yearly, divide by 12) \$ _____			
5. Interest (If yearly, divide by 12) \$ _____			
6. Taxes/Assess (If yearly, divide by 12) \$ _____			
7. Insurance (If yearly, divide by 12) \$ _____			
8. Utilities (If yearly, divide by 12) \$ _____			
9. Upkeep and Repairs			
a. Actual (Compute on back) \$ _____			
10. Total expenses (Lines 5 thru 8 + 9.c) \$ _____ \$ _____			
11. Allowable Share of Expenses (Line 10 x Line 3) \$ _____			
12. Net Rental Income (Line 4 minus Line 11) \$ _____			
CEC Name		Date	



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Primary Informant Name	Application ID	Month	Year
1. Total Number of Rooms (Do not count bathrooms, hallways closets unfinished basements, lofts or attics).			<u>9</u>
2. Number of Rooms Rented.			<u>6</u>
3. Percentage Producing Income (Line 2 divided by 1)			<u>66.7</u>
4. Gross Monthly Rents (If yearly, divide by 12)			\$ <u>500</u>
5. Interest (If yearly, divide by 12)		\$ <u>25.00</u>	
6. Taxes/Assess (If yearly, divide by 12) (\$1,152 ÷ 12)		\$ <u>96.00</u>	
7. Insurance (If yearly, divide by 12)		\$ <u>15.00</u>	
8. Utilities (If yearly, divide by 12)		\$ <u>30.00</u>	
9. Upkeep and Repairs			
a. Actual (Compute on back)	\$ _____		
10. Total expenses (Lines 5 thru 8 + 9.c)		\$ <u>196.00</u>	\$ <u>196.00</u>
11. Allowable Share of Expenses (Line 10 x Line 3) (\$196 x 66.7)			\$ <u>130.73</u>
12. Net Rental Income (Line 4 minus Line 11) (\$500 - \$130.73)			\$ <u>369.27</u>

CEC Name

Date



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PROCEDURE/PREPARATION

The form is completed as follows:

1. Enter the Primary Informant Name, Application ID and computation month and year on the lines provided.
2. Count and total the number of rooms in all buildings on property exempt as the principal residence and enter the total on Line 1. (Do not count bathrooms, hallways, closets, unfinished basements, lofts or attics.)
3. Enter the number of rooms rented on Line 2.
4. Enter the percentage of the property producing income on Line 3.
5. Enter the total monthly rent received on Line 4. If paid annually, divide by 12.
6. Enter monthly or 1/12 of annual interest on Line 5. Monthly interest amounts are given on the mortgage payment booklet. Annual interest amounts are shown on the annual escrow/bank statement.
7. Enter 1/12 of annual taxes and assessments on Line 6. Taxes and assessments are given on Annual Property Tax statements.
8. Enter monthly or 1/12 of annual insurance premium on Line 7.
9. Enter monthly or 1/12 of annual utilities paid by the client on Line 8. Do not enter utilities included in the rent and paid by the owner.
10. Compute monthly upkeep and repair expenses per formula on Line 9, Part a, and enter the total.
11. List and compute actual monthly upkeep and repair on back of form and enter the total on Line 9.b.
12. Enter the larger of Line 9.a. or 9.b. on Line 9.c.
13. Enter the total of Line 5 thru 9.c. on Line 10.
14. Enter the allowable portion of expenses (Line 10 times Line 3) on Line 11.
15. Subtract Line 11 from Line 4 and enter the result on Line 12.
16. Sign and date the form on the lines provided at the end of the page.