

# Prorated Rent Worksheet

Fillable Planning Worksheet — ClearLegalTips.com (2026)

## INSTRUCTIONS FOR USE

Use this to calculate a fair prorated rent when a tenant moves in or out mid-month. Two common methods are shown — use the one your lease or state specifies.

### A. The Basics

Full monthly rent: \_\_\_\_\_

Move-in / move-out date: \_\_\_\_\_

Days you will occupy: \_\_\_\_\_

### B. Method 1 — Actual Days in the Month

| Step          | Formula                           | Your Result |
|---------------|-----------------------------------|-------------|
| Daily rate    | monthly rent ÷ days in this month | \$          |
| Prorated rent | daily rate × days occupied        | \$          |

### C. Method 2 — Banker's Month (30 days)

| Step          | Formula                    | Your Result |
|---------------|----------------------------|-------------|
| Daily rate    | monthly rent ÷ 30          | \$          |
| Prorated rent | daily rate × days occupied | \$          |

### D. Final

Method used: \_\_\_\_\_

Prorated rent due: \_\_\_\_\_

■ Put the agreed proration method and amount in writing so both sides agree.

### Notes

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