LANDLORD METHOD · FREE WORKSHEET

The Prorated Rent Worksheet

Two methods, one worked example for each month-length trap, and the lease sentence that ends the argument before it starts. Every figure below was computed by the same calculator that publishes these numbers on landlordmethod.com.

1 Count the days the unit is actually occupied

Proration is rent for the part of the month someone is responsible for. Count inclusively — the day they take the keys and the last day they hold them both count.

- **Mid-month move-in:** the move-in date through the last day of that month. Moving in on the 15th of a 31-day month is 17 days, not 16.
- **Mid-month move-out:** the 1st through the move-out date. Moving out on the 10th is 10 days — the move-out day is still theirs.
- **Move-in on the 1st, or move-out on the last day:** a full month, full rent. No arithmetic needed.

2 Divide by the number your lease names

Two divisors are common, and neither is a legal default — the lease decides.

- **Calendar-day method:** rent × occupied days ÷ the real number of days in that month (28, 29, 30 or 31). Tracks the cost of the month you are actually in.
- **30-day method:** rent × occupied days ÷ 30, whatever the month is. Simpler, and it makes every day the same price.

The daily rate is where the difference hides. Below, at the same rent:

MONTH (2027)	DAYS	DAILY RATE AT $1,800	DAILY RATE AT $2,400
January	31	$58.06	$77.42
February	28	$64.29	$85.71
March	31	$58.06	$77.42
April	30	$60.00	$80.00
May	31	$58.06	$77.42
June	30	$60.00	$80.00
July	31	$58.06	$77.42
August	31	$58.06	$77.42
September	30	$60.00	$80.00
October	31	$58.06	$77.42
November	30	$60.00	$80.00
December	31	$58.06	$77.42

February in a leap year has 29 days, so the daily rate at $1,800 falls to **$62.07** that month. Every other February it is the 28-day figure above.

3 The worked examples, and the four traps

Move in December 15, $1,800 rent

17 of 31 days occupied (15–31)

CALENDAR-DAY	30-DAY DIVISOR
$987.10	**$1,020.00**

You would be $32.90 apart if the lease doesn't name a method.

Move out February 10, $1,800 rent

10 of 28 days occupied (1–10)

CALENDAR-DAY	30-DAY DIVISOR
$642.86	**$600.00**

You would be $42.86 apart if the lease doesn't name a method.

Move in February 20 of a leap year, $2,400 rent

10 of 29 days occupied (20–29)

CALENDAR-DAY	30-DAY DIVISOR
$827.59	**$800.00**

You would be $27.59 apart if the lease doesn't name a method.

4 The four traps

- **Off-by-one on the move-in.** Counting "days remaining" instead of "days occupied" loses a day and undercharges by one day's rent.
- **February.** A 28-day February makes the calendar-day rate the highest of the year; a 29-day leap February makes it the lowest. A flat 30-day divisor hides both.
- **31-day months.** July and August cost less per day than February on the calendar method, which is why a summer move-in is not the discount it looks like under a 30-day divisor.
- **Rounding twice.** Round the daily rate first and the total drifts by cents. Round once, at the end, to the cent.

5 Lease language that settles it

Pick one and put it in the lease before the first mid-month move-in. Paraphrase these in your own document — this is drafting help, not legal advice.

> "If the tenancy begins or ends on a day other than the first or last day of the month, rent for that month shall be prorated on a per-day basis, calculated by multiplying the monthly rent by the number of days of occupancy in that month and dividing by the actual number of days in that month."
>
> *The calendar-day method. Most accurate to the month in question, and the one most small landlords mean without saying it.*

> "If the tenancy begins or ends on a day other than the first or last day of the month, rent for that month shall be prorated by multiplying the monthly rent by the number of days of occupancy and dividing by thirty (30)."
>
> *The 30-day method. Easy to explain to a tenant, and it makes a February move-in slightly cheaper than the calendar method.*

> "Prorated rent shall be rounded to the nearest cent. A tenancy beginning on the first day of the month or ending on the last day of the month shall be charged the full monthly rent."
>
> *Kills both arguments: the rounding one and the "does the last day count" one.*

6 Before you bill it

- Use the same method for the final month that you used at move-in, and say which one on the invoice.
- Apply it to the security-deposit accounting too, and keep the calculation with the ledger.
- Check whether your state or city caps deposits, notice or fees — a lease clause cannot override a statute.

7 What this worksheet is not

Arithmetic, not legal advice. State law can set notice periods, deposit rules and sometimes the method itself, and a lease clause that conflicts with a statute loses. On a material amount, check your state's statute or a local attorney before you bill it.