



RENTAL PROPERTY INFORMATION

Complete by using the **"Comment"** and **"Sign & Fill"** icons on the RHS of this form, **OR** print> complete> sign> ,and scan back via email..

Please note that – **travel expenses** (as a result of the 2017 Federal budget), are **no longer a deductible item**.

1. PROPERTY DETAILS

Address Suburb State Postcode

Property owners name 1 %

Property owners name 2 %

2. PURCHASE DETAILS

Complete the following if this is the first time we are preparing your tax return OR you purchased the property in this tax year-

Attach the following supporting documents - Purchase contract Purchase settlement statement Quantity surveyors report or list of depreciable items

Period property rented during the year - From To

Did you live in the property at any time during the year? If YES indicate dates- From To

3. PROPERTY FINANCE DETAILS

Complete the following if this is the first time we are preparing your tax return OR you re-financed the property in this tax year-

Is this a new loan(s)? Or have you re-financed your loan(s) during the year?

If you answered YES to either question please provide the following information-

Lender Start date Loan years Loan \$ % of loan relating to this property

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Please provide a copy of the following - Loan Contract

Have you made any personal re-draws on the loan(s)? If YES, provide details of re-draw amounts

4. RENTAL INCOME and EXPENSES

What was the period the property was rented during the year. From To

Did you use the services of a Property Manager? If you answered **YES**, provide a copy of the Annual Rental Summary. Alternatively, complete the following details, but make sure that expenses **NOT** on the Manager's Report, are incl. below

Gross rent	\$ <input type="text"/>	Gardening/mowing	\$ <input type="text"/>	Property agent fees	\$ <input type="text"/>
Other rent income	\$ <input type="text"/>	Insurance	\$ <input type="text"/>	Water rates	\$ <input type="text"/>
Advertising for tenants	\$ <input type="text"/>	Land tax	\$ <input type="text"/>	Other (Travel expenses, NO longer claimable)	<input type="text"/>
Bank fees & charges	\$ <input type="text"/>	Legal fees (tenant related only)	\$ <input type="text"/>		\$ <input type="text"/>
Body corporate levies	\$ <input type="text"/>	Pest control	\$ <input type="text"/>		\$ <input type="text"/>
Council rates	\$ <input type="text"/>	Cleaning	\$ <input type="text"/>		\$ <input type="text"/>

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5. INTEREST AND BORROWING COSTS

1. **Interest** - Please supply a copy of your interest payments for the year or insert the total amount of interest for the year- \$

2. **Loan set-up costs**- If you have purchased or re-financed this property during the year provide or fill in the following information-

Mortgage establishment fees	\$	Legal fees	\$	Other (list below)	
Valuation fees	\$	Search fees	\$		\$
Document registration fees	\$	Stamp duty on loans	\$		\$

6. REPAIRS AND MAINTENANCE COSTS

	Description of expenditure	Amount
When we say ' repairs ', we mean work to make good or remedy defects in, damage to or deterioration of the property, for example: -replacing part of the guttering or windows damaged in a storm -replacing part of a fence damaged by a falling tree branch -repairing electrical appliances or machinery. When we say ' maintenance ', we mean work to prevent deterioration or fix existing deterioration. For example: - painting a rental property - oiling, brushing or cleaning something that is otherwise in good working condition - maintaining plumbing.		\$ <input style="width: 50px;" type="text"/>
		\$ <input style="width: 50px;" type="text"/>
		\$ <input style="width: 50px;" type="text"/>
		\$ <input style="width: 50px;" type="text"/>
NOTE: Attach copies of paid invoices for amounts over \$300		\$ <input style="width: 50px;" type="text"/>

MAKE NOTES BELOW (if any)

7. List items you purchased during the year.

Purchase date	Description of item	Amount	Purchase date	Description of item	Amount
		\$ <input style="width: 50px;" type="text"/>			\$ <input style="width: 50px;" type="text"/>
		\$ <input style="width: 50px;" type="text"/>			\$ <input style="width: 50px;" type="text"/>

Attach copy of Depreciation Report if this is the first time we are we are dealing with this property Attach a copy of the invoice for each item listed above

MAKE NOTES BELOW (if any)