

2018 Rental Property Checklist

DGL

ACCOUNTANTS



Item 21 – Rental Property

Property Details	
Address	
Number of weeks property was rented this year	
Number of weeks property was available for rent this year	

If this property is managed by a real estate agent, please attach the annual statement

INCOME	AMOUNT
Rental Income	
Other Rental Income	

EXPENSES	AMOUNT
Advertising for tenants	
Body Corporate Fees	
Borrowing Expenses	
Cleaning	
Council Rates	
Gardening / lawnmowing	
Insurance	
Interest on Loans (include statements & details of any refinance)	
Land Tax	
Legal Fees	
Pest Control	
Property Agent Fees & Commissions	
Repairs & Maintenance	
Stationery	
Telephone	
Postage	
Water Charges	
Sundry Rental Expenses	

Rental Property Checklist cont...

If you have used your motor vehicle to inspect the property, collect rent or to carry out repairs etc, please provide the following;

Kilometers travelled :

Vehicle Details:

Have you obtained a quantity surveyors report this yearYES/NO

Purchased a new Property ? If you have purchased a new rental property please provide us with a copy of the purchase contract and settlement statement, details on stamp duty costs, conveyancing, legal fees and other expenses incurred on the purchase. Finance details in relation to any borrowing in relation to this property.

Have you sold a Property? If you have sold a rental property please provide us with a copy of the sale contract and settlement statement, details on stamp duty costs, conveyancing, legal fees and other expenses incurred on sale. You will also need to include any final bank / loan statements.

Please provide details on any new capital expenses (assets) over \$300 for the period 1st July 2017 to 30th June 2018.

ASSETS PURCHASED	PURCHASE DATE	COST

Dated:

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Signature of taxpayer

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Name (print)