



# RENTAL PROPERTY CHECKLIST YEAR \_\_\_\_\_

TAX ON TIME  
ACCOUNTANTS

## Address

No.  Street

Suburb  Post Code

## Period Available for Rent

Rented from  Rented to

## Purchase Information

Date property was purchased

Purchase price of the property

What is your % ownership of the property?

Date Property first earned rental income

## If Sold During the Year

Date property was sold

Sale price of property

If property was sold during the year, please provide copies of the purchase & sale contracts.  
If this property is managed by an agent please attach the annual statement and only include other income and expenses not shown on this statement below:

## Income

	Dollar Amount \$
Rental Income	<input type="text"/>
Othe related income	<input type="text"/>
<b>Total Income</b>	<input type="text"/>

## Expenses

	Dollar Amount \$
Advertising for Tenants	<input type="text"/>
Bank Charges	<input type="text"/>
Body Corporate Fees	<input type="text"/>
Borrowing Expenses/App Fees	<input type="text"/>
Cleaning	<input type="text"/>
Council Rates	<input type="text"/>
Gardening/Lawn Mowing	<input type="text"/>
Interest on Loan	<input type="text"/>
Mortgage Insurance	<input type="text"/>
Landlord Insurance	<input type="text"/>

	Dollar Amount \$
Land Tax	<input type="text"/>
Legal Fees	<input type="text"/>
Prop. Agent Fees	<input type="text"/>
Pest Control	<input type="text"/>
Repairs/Maintenance	<input type="text"/>
Stationery/ Phone	<input type="text"/>
Sundry Expenses	<input type="text"/>
Water Charges	<input type="text"/>
Depreciation	<input type="text"/>
<b>Total Expenses</b>	<input type="text"/>

## New Acquisitions

Ex - Fridge, Carpet, Stove	Date	Item Description	Dollar Amount \$
<b>Total cost of acquisitions</b>			<input type="text"/>