

Rental Property Information

Please bring this form with you to your appointment,
or email or fax with the rest of your information if not coming into the office.

CLIENT NAME:		CLIENT SIGNATURE:	
INCOME TAX YEAR THIS INFORMATION IS FOR:			

PROPERTY DETAILS			
Address of Rental Property:			
Date Property Purchased:		Date Property First Earned Rental Income:	
Number of Weeks Available For Rent this year:		Date Property Built:	
Ownership Details:	<input type="checkbox"/> In Your Name	<input type="checkbox"/> In Joint Names (please supply details)	

**** Please email, fax or post to us the purchase settlement statement and other purchase costs, e.g. stamp duty, legal fees, renovations or initial repairs, and any loan application fees and/or mortgage discharge expenses (if you haven't already). ****

INCOME	
Gross Rent:	\$
Other Rental Income:	\$

PROPERTY DETAILS			
Advertising for Tenants:	\$	Body Corporate Fees:	\$
Borrowing Expenses:	\$	Cleaning:	\$
Council Rates:	\$	Gardening / Lawn mowing:	\$
Insurance:	\$	Interest on Loan/s:	\$
Land Tax:	\$	Legal Fees:	\$
Pest Control:	\$	Property Management Fees/Commission:	\$
Repairs & Maintenance:	\$	Stationery, Telephone & Postage:	\$
Travel:	\$	Water Charges:	\$
Other: _____	\$	Other: _____	\$

DEPRECIABLE ITEMS		
ITEM	DATE PURCHASED	COST
		\$
		\$
		\$
		\$

IMPROVEMENTS / CONSTRUCTION COSTS		
<i>Please email, fax or post to our office a copy of your tax depreciation schedule prepared by third party (if you haven't already).</i>		
ITEM	DATE	COST
		\$
		\$
		\$