

# RENTAL PROPERTY SCHEDULE

Property Address \_\_\_\_\_

Owner 1 Full Name \_\_\_\_\_ Ownership Percentage \_\_\_\_\_ %

Owner 2 Full Name \_\_\_\_\_ Ownership Percentage \_\_\_\_\_ %

Owner 3 Full Name \_\_\_\_\_ Ownership Percentage \_\_\_\_\_ %

Date of Acquisition: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date First Produced Income \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Number of weeks property was rented: \_\_\_\_\_

No. of days used for private purposes: \_\_\_\_\_

Was the property rented at any time through Airbnb or under a similar accommodation arrangement? \_\_\_\_\_ (YES/NO)

<b>Income:</b>		
Rent	\$	
Other income (i.e. Rental Bond)	\$	
<b>Expenses:</b>		
Advertising for Tenants	\$	
Body Corporate Fees	\$	
Borrowing Expenses	\$	
Cleaning	\$	
Council Rates	\$	
Gardening/Lawn Mowing	\$	
Insurance (Building / Landlord)	\$	
Interest on Loans	\$	
Land Tax	\$	
Legal Fees	\$	
Pest Control	\$	
Property Agents Fee (Letting or Booking Fee)	\$	
Repairs & Maintenance (Provide breakdown)	\$	
Special Building Write-off	\$	
Stationery, Telephone & Postage	\$	
Water Charges	\$	
Sundry Rental Expenses	\$	
Bank Charges	\$	

Did you dispose of/replace any depreciable assets in the property during the year (e.g. carpets, blinds, a hot water system, air conditioner, etc.)?  
Or Did you renovate a part of the property (kitchen, bathroom, etc.)?

Description	Purchase /Disposal Date	Amount

Do you have a recent Quantity Surveyor Report: \_\_\_\_\_ (YES/NO)