



RENTAL PROPERTY 2024/2025

Address: _____ State _____ P/code _____

Ownership: Name: _____ % If less than 52 weeks, please advise dates
Name: _____ % not available for rent: _____
Number of weeks available for rent: _____ / 52 weeks _____

Please provide the following;

- ☐ Annual Agent Statement
- ☐ Loan Statements
- ☐ Land Tax Notice
- ☐ Rates Notices
- ☐ Insurance Policy
- ☐ Other expense receipts – Body Corporate, Repairs, Gardening, Pest Control, Water etc.
- ☐ Bank Statements (if specific account for rental)
- ☐ Capital Allowance Report (Depreciation report from Quantity Surveyor)

INCOME

Gross rental income *(please attach annual agent statement)* \$ _____
Other income _____ \$ _____

EXPENSES

(F) Bank fees and charges	\$ _____	(provide bank statements)
(E) Body corporate fees	\$ _____	(provide statements)
(H) Council rates	\$ _____	
(J) Gardening/Lawn Mowing	\$ _____	
(K) Insurance	\$ _____	
(L) Interest on Loans	\$ _____	(provide loan statements)
(P) Property agent fees & commissions	\$ _____	
(Q) Repairs and maintenance	\$ _____	
(S) Stationary, telephone and postage	\$ _____	
(U) Water charges	\$ _____	
(O) Pest Control	\$ _____	
(D) Advertising	\$ _____	
(M) Land Tax	\$ _____	
(V) Other (details) _____	\$ _____	

When the property is not
available for rent, you cannot
claim expenses during this
period

OTHER COSTS

Improvements, Furniture & Fittings, Renovations (please provide all receipts)

BOUGHT OR SOLD AN INVESTMENT PROPERTY DURING THE YEAR?

Please provide copies of purchase & sale contracts together with Statement of Adjustments issued

Residential investment property owners can not claim any travel related costs (property inspections)

Depreciation on second hand assets are not allowed.