

Are you Accountable for your Accounts?

## Rental Property Tax Checklist

Client Name: \_\_\_\_\_

**Please fill in the below details:**

Property Address

\_\_\_\_\_

\_\_\_\_\_

Rental Income \$ \_\_\_\_\_

Date your property was first rented \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

No. Of weeks rented for the year: \_\_\_\_\_

**Expenses**

Advertising for tenants: \$ \_\_\_\_\_

Body Corporate Fees: \$ \_\_\_\_\_

Loan Establishment Fees: \$ \_\_\_\_\_

Cleaning: \$ \_\_\_\_\_

Council Rates: \$ \_\_\_\_\_

Gardening/Lawn Mowing: \$ \_\_\_\_\_

Insurance: \$ \_\_\_\_\_

Interest on Loan (interest only, not full mortgage payment): \$ \_\_\_\_\_

Land Tax: \$ \_\_\_\_\_

Legal Fees: \$ \_\_\_\_\_

Pest Control: \$ \_\_\_\_\_

Property Agent Fees/Commissions: \$ \_\_\_\_\_

Repairs and Maintenance: \$ \_\_\_\_\_

Stationery, Phone & Postage: \$ \_\_\_\_\_

Travel Expenses or Km's travelled for year: \$ \_\_\_\_\_

Water Charges: \$ \_\_\_\_\_

Other (e.g. valuation fees):

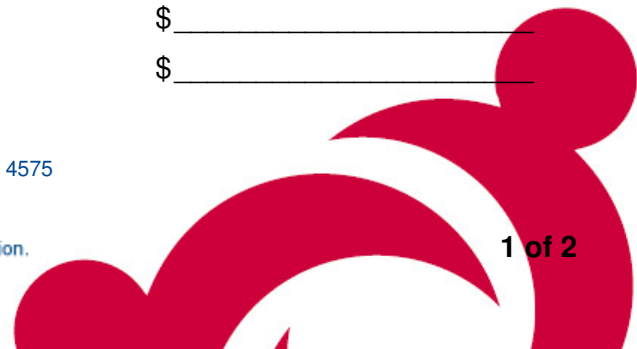
\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_



Are you Accountable for your Accounts?

Purchase of any new Assets over \$300:

Description: \_\_\_\_\_

Date of Purchase: \_\_\_\_/\_\_\_\_/\_\_\_\_ Total Cost: \$ \_\_\_\_\_

Description: \_\_\_\_\_

Date of Purchase: \_\_\_\_/\_\_\_\_/\_\_\_\_ Total Cost: \$ \_\_\_\_\_

Description: \_\_\_\_\_

Date of Purchase: \_\_\_\_/\_\_\_\_/\_\_\_\_ Total Cost: \$ \_\_\_\_\_

**Please also provide a copy of the following:**

- Loan Bank Statements
- Real Estate Agent Summary Statement

If you have any questions in regards to the above please feel free  
to email [info@account-ability.net.au](mailto:info@account-ability.net.au)

