

Faraci & Co

Rental Property - Information Checklist

Rental Property Details	Yes	No	Comment or Amount
<i>Address of Rental Property</i>			
Details of income received either;			
Annual rental statement from Real Estate Agent			
Detailed Listing of Rental Income Received if no real estate agent engaged			
Anu Other Income - Rent Recovery, insurance claims etc			
Details of any expenses paid including:			
Advertising for tenants - <i>on Real Estate Agent Summary</i>			
Body corporate fees/levies			
Borrowing expenses or Bank Fees - <i>from loan statements</i>			
Cleaning			
Council rates - <i>usually paid in 4 instalments during the year</i>			
Gardening/lawn mowing			
Insurance - Building & Landlord			
Interest on loan(s)			
Land Tax			
Legal fees			
Pest control			
Property agent fees/commission - <i>on Real Estate Agent Summary</i>			
Repairs and maintenance			
Stationery, telephone and postage - <i>on Real Estate Agent Summary</i>			
Travel expenses - <i>not applicable from 2016/17 financial year</i>			
Water charges - <i>usually 4 bills/payments per year</i>			
Sundry rental expenses			
Other Information required (if applicable)			
Copy of loan statements from lending institutions showing interest charged - <i>If you have refinanced you investment property loan over the past 12-18 months please ensure you contact you previous bank regarding to the interest your old loan incurred before it was closed.</i> - <i>If you have refinanced your investment property loan with other loans or credit cards to consolidate debt please ensure you have the appropriate break-up of the amounts you consolidated prior to the refinance to ensure we can claim the correct interest which is applicable to your investment property.</i> - <i>If you have drawdown from your investment property loan please advise us of the purpose of the drawdown so we can correctly apportion the interest on the loan</i>			
Details of all assets purchased for use within rental property			
Copy of Depreciation Schedule either from Quantity Surveyors, previous accountant or previous income tax return			
If rental property was purchased or sold during the year, please provide details			
Contact of Sale - signing pages & amount showing amount only			
Settlement Statement from lawyer or conveyancer			
Details of Legal Fees			
Real Estate Agent Statement of Commission and Advertising			
Any other relevant details, please provide details			