



SMALL BUSINESS SPECIALISTS

RENTAL PROPERTY CHECKLIST

Property Details	<input type="checkbox"/> Address of rental property _____ _____ <input type="checkbox"/> Date the property first earned rental income ____/____/____ <input type="checkbox"/> Number of weeks rented this year _____ weeks <input type="checkbox"/> Owner #1 _____ % of ownership _____ % <input type="checkbox"/> Owner #2 _____ % of ownership _____ %
Rental Income	<input type="checkbox"/> Annual income \$ _____ <input type="checkbox"/> Real estate agent OR <input type="checkbox"/> Summarise your rental income receipts <input type="checkbox"/> Other income – eg bond forfeited \$ _____ Note: If the income is non-arms length your rental loss will be denied by the ATO



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Expenses	<input type="checkbox"/> Advertising	\$ _____
	<input type="checkbox"/> Body corporate fees	\$ _____
	<input type="checkbox"/> Borrowing expenses (5 year write off)	\$ _____
	<input type="checkbox"/> Cleaning	\$ _____
	<input type="checkbox"/> Council Rates	\$ _____
	<input type="checkbox"/> Depreciation on furniture	\$ _____
	<input type="checkbox"/> Depreciation on building (must be less than 40 years old)	\$ _____
	<input type="checkbox"/> Gardening/lawn mowing	\$ _____
	<input type="checkbox"/> Insurance	\$ _____
	<input type="checkbox"/> Interest on loans	\$ _____
	<input type="checkbox"/> Land Tax	\$ _____
	<input type="checkbox"/> Legal fees	\$ _____
	<input type="checkbox"/> Pest control	\$ _____
	<input type="checkbox"/> Property agent commission/fees	\$ _____
	<input type="checkbox"/> Repairs & maintenance	\$ _____
	<input type="checkbox"/> Stationery, phone, postage	\$ _____
	<input type="checkbox"/> Travel expenses	\$ _____
	<input type="checkbox"/> Water rates	\$ _____
	<input type="checkbox"/> Other expenses not listed above	
	<input type="checkbox"/> GST	\$ _____
<input type="checkbox"/> Statement fees	\$ _____	
<input type="checkbox"/> Bank fees	\$ _____	

