

Rental Property Tax Return Checklist

NOTE: This Checklist is provided as a guide only and is not all inclusive.

Address of Rental Property _____

Date property first earned rental income ____/____/____

Number of weeks rented in financial year _____ wks

OWNERSHIP

Name _____ % of ownership _____%

Name _____ % of ownership _____%

Name _____ % of ownership _____%

INCOME

- Gross Rental Income
- Other Rental Related Income

EXPENSES

- Advertising for tenants
- Body Corporate Fee
- Borrowing Costs
- Cleaning
- Council Rates
- Gardening/Lawn Mowing
- Insurance
- Interest on Loans
- Land Tax
- Legal Fees
- Pest Control
- Property Agent Management Fees, Letting Fees
- Repairs and Maintenance – Provide Accountant with receipts as some may be capital expenses and treated as a depreciating asset.
- Stationery, Telephone, Postage Costs
- Travel Expenses
- Water Charges
- Capital Purchases eg. stoves, carpet, air-conditioner, solar panels, extensions and renovations. Provide all receipts to Accountant
- Other Rental Property Expenses