

## Rental Property Checklist

- ❑ Annual Rental Property Statement (from real estate agent)
- ❑ Copies of receipts for all expenses and rates, including:
  - Council Rates
  - Water Rates
  - Land Tax
  - Strata Levy/Body Corporate Fees
  - Insurance
  - Repairs
  - Gardening
  - Pest Control
- ❑ Bank loan statements and/or Line of Credit statements for the full year
- ❑ Tax Depreciation Report
- ❑ Receipts for rental property assets purchased costing more than \$300 during the year
- ❑ Receipts or details for any costs incurred in you inspecting the rental property (eg. airfares and accommodation for interstate or long distance property, or kilometres traveled and type of vehicle for local property)
- ❑ Please provide the following dates:
  - Date the property first earned rental income
  - Date first made available for rent
  - Number of weeks rented or available for rent for the current year
  - Dates used for private use
- ❑ Property purchase contract and purchase settlement statement
- ❑ Copy of prior year tax return including rental property schedule and depreciation schedule

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