

## Rental Income Schedule - Year Ended 31 March 2018

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

*Please complete this schedule carefully. The provision of complete information will assist us in doing your work more efficiently. Please tick the boxes in each section if they are applicable to you. If any section is not applicable, please write N/A in the box.*

### 1. Property Details

Please list the address of any properties you rented:

If a property was not rented for the full 12 months, please provide details of why it was vacant.

Address: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Please advise if you or any members of your family have rented or occupied a rental property during the year.

### 2. Rental Income and Expenditure

Please supply bank statements clearly identifying and detailing all transactions that relate to the rental properties

**OR**

Please supply a copy of the property management company statements that relate to the rental properties

**OR**

Please provide details of the following for each rental property. Use a separate sheet if necessary.

**Income:**

Total Rent Received \$ \_\_\_\_\_

**Expenses:**

Collection Costs or no of kms driven to collect rents & service property \$ \_\_\_\_\_

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

Interest (Attach a copy of loan summary/statements from bank) \$ \_\_\_\_\_

Rates \$ \_\_\_\_\_

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

Details of any other expense relating to rental property:  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_

Details of any other expense relating to rental property, e.g. advertising, legal, power, telephone

\_\_\_\_\_  
 \_\_\_\_\_

## Rental Income Schedule - Year Ended 31 March 2018 (continuation)

### 3. Property Details

If you bought or sold a property/chattels during the year please supply:

- Solicitors Settlement Statement
- Loan details for property purchased
- A copy of the latest Valuation for the property
- A list of Chattels purchased or sold during the year, and their cost or sale prices

If additions or improvements were made to a rental property during the year, please provide details.  
(nature, cost, date completed / available for use)

### 4. Are you registered for GST?

Are you registered for GST? If so, please provide your working for GST Returns filed during the year.  
(Note: The supply of residential accommodation is exempt from GST)