

PUND & ASSOCIATES

ACCOUNTANTS & BUSINESS ADVISORS



Rental property checklist

Client name _____

Address of property _____

Year ended: _____ Date that first income producing: _____

Number of week's property rented: _____

Was there any private use of the property? YES/NO

If **yes**, what percentage was the private use throughout the year of income: _____%

Note: The ATO will generally calculate the percentage as follows: $\frac{\text{Days available for private use}}{365}$

INCOME	YES	NO
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Gross rental income	<input type="checkbox"/>	<input type="checkbox"/>
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Other rental-related income (insurance recovery/ rebates)	<input type="checkbox"/>	<input type="checkbox"/>
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EXPENSES

Advertising	<input type="checkbox"/>	<input type="checkbox"/>
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Agent fees	<input type="checkbox"/>	<input type="checkbox"/>
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Bank fees	<input type="checkbox"/>	<input type="checkbox"/>
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Body corporate	<input type="checkbox"/>	<input type="checkbox"/>
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Building write off (2.5% x \$ _____)	<input type="checkbox"/>	<input type="checkbox"/>
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Borrowing costs	<input type="checkbox"/>	<input type="checkbox"/>
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Council rates	<input type="checkbox"/>	<input type="checkbox"/>
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Cleaning	<input type="checkbox"/>	<input type="checkbox"/>
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Depreciation (new assets)	<input type="checkbox"/>	<input type="checkbox"/>
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Electricity & gas	<input type="checkbox"/>	<input type="checkbox"/>
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Solar assets (schedule in pocket)	<input type="checkbox"/>	<input type="checkbox"/>
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Insurance	<input type="checkbox"/>	<input type="checkbox"/>
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Land tax (the year in was incurred)	<input type="checkbox"/>	<input type="checkbox"/>
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Legal fees	<input type="checkbox"/>	<input type="checkbox"/>
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Pest control	<input type="checkbox"/>	<input type="checkbox"/>
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Postage, telephone & stationery	<input type="checkbox"/>	<input type="checkbox"/>
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Repairs & Maintenance	<input type="checkbox"/>	<input type="checkbox"/>
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Gardening/mowing	<input type="checkbox"/>	<input type="checkbox"/>
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Interest	<input type="checkbox"/>	<input type="checkbox"/>
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Water Rates	<input type="checkbox"/>	<input type="checkbox"/>
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Sundry	<input type="checkbox"/>	<input type="checkbox"/>
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Other:	<input type="checkbox"/>	<input type="checkbox"/>
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