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**2015 Rental Property Checklist**

**Address of Property:**

**Name:**

**Tax File Number:**

**Ownership Percentage of each person/entity with a stake in the property:**

**Acquisition Date and Cost of Property:**

**If property was sold during the year the amount it was sold for and sale date:**

**Date property first earned rental income:**

**The dates the property was rented during the year:**

**Rental Income**

**Rents Received:**

**Other Rental Related Income (For example bond money retained, tenants repairs and maintenance):**

**Expenses**

**Advertising:**

**Body Corporate Fees:**

**Borrowing Costs (Costs associated with a loan for the property):**

**Capital Works Deductions (When construction of a rental property was commenced after 21 August 1984 a deduction may be available):**

**Cleaning:**

**Council Rates:**

**Depreciation (Any depreciated assets purchased for the property costing over $300):**

**Gardening/Lawn Mowing:**

**Insurances:**

**Interest on Loans (Only the portion of the loan relating to the rental property):**

**Land Tax:**

**Legal Fees:**

**Pest Control:**

**Property Agent Fees/Commission:**

**Repairs:**

**Stationery, Telephone & Postage:**

**Travel Expenses:**

**Water Charges:**

**Other Expenses you are not sure about:**