

## **Fental Droproperty Checklist 2011**

Address of property

Date property first available for rent:

Owned:.....%

Original Purchase Price: \$

Purchase Date:

Number of weeks property rented this year:

weeks

Was there any private use of the property?

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

%

**If the property was purchased or sold between 01 July 2010 and 30 June 2011 please provide all purchase and/or sale documentation such as purchase and/or sale contracts, loan documentation, legal costs, etc.**

**Income – Please attach agent statements or evidence of income.**

Gross rental income		
Other rental-related income such as furniture sale, etc		

**Expenses – Please attach invoices/evidence of expenses for:**

Advertising		
Agent Fees/Commissions		
Cleaning		
Pest Control		
Postage, Stationary & Telephone (Provide estimate of expense)    \$		
Garden /Lawn maintenance		
Legal Fees		
Repairs & Maintenance		
Rates/Water Charges		
Other expenses associated with property		
Travel expenses (property inspection)		
Bank Loan Statements for the period July 2008 to June 2009		
Insurance policies (Landlord, property, etc)		
Quantity Surveyor Depreciation Report		