2021 INVESTMENT PROPERTY CHECKLIST

Please provide the following information for your Investment Property:

* Rental Summary provided by your Property Manager
* Depreciation Schedule if prepared by Quantity Surveyor
* Answers to the following questions:

|  |  |
| --- | --- |
| Address of Property |  |
| Number of weeks available for rent |  |
| Any private use?  If so, what % private use? |  |
| Ownership split:  Details of owners and their respective ownership %’s |  |
| If not shown on Rental Summary, please advise regarding the below items: | |
| Gross Rental Income |  |
| Other Rental Related Income |  |
| Advertising for Tenants |  |
| Body Corporate Fees |  |
| Borrowing Expenses |  |
| Capital Allowances, including Depreciation |  |
| Capital Works Deductions – Special Building Write Off |  |
| Cleaning |  |
| Council Rates |  |
| Gardening/ Lawn Mowing |  |
| Insurance |  |
| Interest & Bank Charges |  |
| Land Tax |  |
| Legal Fees |  |
| Pest Control |  |
| Property Agent / Commission |  |
| Repairs & Maintenance |  |
| Stationery, Telephone & Postage |  |
| Water Charges |  |
| Sundry Rental expenses |  |

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