

# 2020 Rental Property Checklist



## PROPERTY DETAILS

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Full Street Address:

Date property first earned rental income: / /

Number of weeks rented this year: weeks

## INCOME – From 1 July 2019 to 30 June 2020

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Gross Rent: \$

Other Rental Income: \$

## EXPENSES – From 1 July 2019 to 30 June 2020

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- |   |   |
|---|---|
| <input type="checkbox"/> Advertising for Tenants                  | <input type="checkbox"/> Bank Fees on Loan(s)                   |
| <input type="checkbox"/> Body Corporate Fees                      | <input type="checkbox"/> Borrowing Expenses                     |
| <input type="checkbox"/> Cleaning                                 | <input type="checkbox"/> Council Rates                          |
| <input type="checkbox"/> Gardening /<br>Lawn Mowing               | <input type="checkbox"/> Water Charges                          |
| <input type="checkbox"/> Interest on Loan(s)                      | <input type="checkbox"/> Electricity Charges                    |
| <input type="checkbox"/> Legal Fees                               | <input type="checkbox"/> Insurance                              |
| <input type="checkbox"/> Property Management<br>Fees & Commission | <input type="checkbox"/> Land Tax                               |
| <input type="checkbox"/> Repairs & Maintenance                    | <input type="checkbox"/> Pest Control                           |
|   | <input type="checkbox"/> Stationery, Telephone,<br>Postage etc. |

*If you are uncertain with any deductions that relate to your 2020 Tax Return, don't hesitate to speak with your HS Plus Advisor. Please note, travel deductions are no longer applicable for rental properties.*

## NEW ASSETS (Capital Expenses over \$300) – From 1 July 2019 to 30 June 2020

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Asset Purchased: Purchase Date: / / Cost: \$

Asset Purchased: Purchase Date: / / Cost: \$

## RELEVANT DOCUMENTATION

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*If **SOLD** during financial year:*

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|---|---|
| <input type="checkbox"/> Bank Statements on Investment Loan (s)<br>from 1 July 2019 to 30 June 2020 | <input type="checkbox"/> Purchase and sale contracts on property<br>including all legal documents for Capital<br>Gains Tax Purposes |
| <input type="checkbox"/> Real Estate Agent Summary Statement and<br>Monthly Statements              | <input type="checkbox"/> Stamp duty, conveyancing, legal fees and<br>any other expenses on sale and purchase                        |