

**Rental Property Checklist**

**For 2021 Tax Return**

**TO: MW Partners** **EMAIL:** info@mwpartners.com.au **ATTENTION:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- |
| **NAME:** |  | **SIGNATURE:** | **x** |

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| **PROPERTY DETAILS** |
| **Address of Rental Property:** |  |
|  |
| **Date Property Purchased** |  | **Date Property First Earned Rental Income** |  |
| **Number of Weeks** **Available for Rent:** |  | **Date Property Built:** |  |
| **Ownership Details** | **🞏 In Your Name** | **🞏 In Joint Names**  |
| **Owners Names** **(if in Joint Names):** |  |
| **INCOME** –1 July 2019 to 30 June 2020 |
| **Gross Rent:** | **$** |
| **Other Rental Income:** | **$** |
| **PROPERTY DETAILS** – 1 July 2019 to 30 June 2020 |
| **Advertising for Tenants:** | **$** | **Body Corporate Fees:** | **$** |
| **Borrowing Expenses:** | **$** | **Cleaning:** | **$** |
| **Council Rates:** | **$** | **Gardening / Lawn Mowing:** | **$** |
| **Insurance:** | **$** | **Interest 2019/20:***Please provide loan statements* | **$** |
| **Prepaid Interest:***Please provide loan statement****s*** | **$** |
| **Land Tax:** | **$** | **Legal Fees:** | **$** |
| **Pest Control:** | **$** | **Property Management Fees/ Commission:** | **$** |
| **Repairs & Maintenance:** | **$** | **Stationery, Telephone** **& Postage:** | **$** |
| **Travel** | **$** | **Water Charges:** | **$** |
| **Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **$** | **Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **$** |

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| **DEPRECIABLE ITEMS** – 1 July 2019 to 30 June 2020 |
| **Please email, fax or post to our office a copy of your tax depreciation schedule****prepared by third party *(if you haven’t already)*** |
| **ITEM** | **DATE PURCHASED** | **COST** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
| **IMPROVEMENTS / CONSTRUCTION COSTS** – 1 July 2019 to 30 June 2020 |
| **Please email, fax or post to our office a copy of your tax depreciation schedule****prepared by third party *(if you haven’t already*)** |
| **ITEM** | **DATE PURCHASED** | **COST** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
| **NOTES** |
| **Additional information which may be useful** *eg. Was interest prepaid, details of travel for property inspection, unusual circumstances such as tenant vacancy, tenant damage, sale or development of neighbouring property etc* |
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