**GLENN PANNAM ACCOUNTING**

**RENTAL PROPERTY INFORMATION**

Please email, fax or post this form back to our office **PRIOR** to your appointment:

**TO:** GLENN PANNAM ACCOUNTING **Phone:** 03-92581611

**ATTENTION: EMAIL:** bill@dblegal.com.au glenn@dblegal.com.au

|  |  |  |  |
| --- | --- | --- | --- |
| **CLIENT NAME:** |  | **CLIENT SIGNATURE:** |  |
| **Tax File Number**  |  | **Date of Birth** |  |
| **Ownership %** |  | **Ownership %** |  |
| **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** (please supply details) |
| **INCOME – 1 July 2021 to 30 June 2022** |
| **Gross rent:** | **$** |
| **Other Rental Income:** | $ |
| **PROPERTY DETAILS – 1 July 2021 to 30 June 2022** |
| **Advertising for Tenants:** | $ | **Body Corporate Fees:**  | $ |
| **Borrowing Expenses:** | **$** | **Cleaning:** | $ |
| **Council Rates:** | $ | **Gardening/ Lawn mowing:** | $ |
| **Insurance:** | $ | **Interest on Mortgage:** | $ |
| **Land Tax:** | $ | **Legal Fees:** | $ |
| **Pest Control:** | $ | **Property Management Fees/ Commission:** | $ |
| **Repairs & Maintenance:** | $ | **Stationery, Telephone & Postage:** | $ |
|  |  | **Water Charges:** | $ |
| **Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | $ | **Other:­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | $ |
| **DEPRECIABLE Schedule/ITEMS – 1 July 2021 to 30 June 2022** |
| **ITEM** | **DATE PURCHASED** | **COST** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |
|  |  |  |
| **IMPROVEMENTS/ CONSTRUCTION COSTS – 1 July 2021 to 30 June 2022** |
| **Please email, fax or post to our office a copy of your tax depreciation schedule prepared by a third party (if you haven’t already)** |
| **ITEM** | **DATE** | **COST** |
|  |  | **$** |
|  |  | **$** |
|  |  | **$** |