

Name: \_\_\_\_\_

**RENTAL PROPERTY DETAILS**

Address of Rental Property: \_\_\_\_\_

<b>Income:</b>	
1) Rental Income:	\$ _____
<b>Expenses:</b>	
2) Collection costs or number of kilometers driven to collect rents and service property	\$ _____
3) Bank fees charged on rental account/loan fees..	\$ _____
4) Interest paid to bank/financier on rental property mortgage	\$ _____
5) Insurance	\$ _____
6) Legal expenses – please attach details	\$ _____
7) Power, if applicable	\$ _____
8) Home office (if applicable advise office area as a %age of total, home rates, power, insurance, interest)	\$ _____
9) Rates	\$ _____
10) Repairs and maintenance – schedule out	\$ _____
11) Any capital alterations to rental property	\$ _____
12) Telephone	\$ _____
13) Other expenses – please provide details, e.g. advertising, agency commissions etc.	\$ _____
14) If this is <b>the first year you have owned a property</b> , please also provide: <ul style="list-style-type: none"> <li>• Cost of property</li> <li>• Type of Materials of building construction, e.g. brick, wood, etc.</li> <li>• Number of months property has been let</li> <li>• Latest Government Valuation <ul style="list-style-type: none"> <li>Land</li> <li>Buildings</li> <li>Total</li> <li>Date of valuation</li> </ul> </li> <li>• Copy of solicitors settlement statement with purchase details</li> </ul>	\$ _____ _____ _____ \$ _____ \$ _____ \$ _____ _____