

# Rental Property Questionnaire



Tax Year 1 April to 31 March

Name: ..... Balance Date: .....

Daytime Contact Ph: ..... Home Ph: .....

Email: ..... Mobile: .....

## ACKNOWLEDGEMENT BY CLIENT

I accept responsibility for the accuracy and completeness of the information supplied below which is to be used in the preparation of my/our income tax returns.

Client's Signature: ..... Date: .....

## 1. Income and Expenses

<b>Rental Property - Address:</b>	(i) _____	(ii) _____
Rent Received:	\$ _____	\$ _____
Mortgage Interest	\$ _____	\$ _____
Rates	\$ _____	\$ _____
Insurance on House & Contents	\$ _____	\$ _____
Repairs & Maintenance (list details overleaf)	\$ _____	\$ _____
Legal Expenses or Valuation Fees	\$ _____	\$ _____
Other expenses: _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>Total</b>	<b>\$ _____</b>	<b>\$ _____</b>

## 2. Purchase of Property

If rental property purchased during the financial year please provide:

- (a) Copy of Solicitors Settlement Statement
- (b) Sale and Purchase Agreement
- (c) Valuation at purchase date

		Purchase Price (including legal fees)
– Land	\$ _____	
– House	\$ _____	
– Chattels	\$ _____	
– <b>TOTAL</b>	<b>\$ _____</b>	<b>\$ _____</b>

(d) When was the property first available for renting? \_\_\_\_\_

**3. Sale of Property**

If rental property was sold during the year please provide:

- A copy of Solicitors Settlement Statement
- A copy of Sale/Purchase agreement
- Original Purchase Date \_\_\_\_\_

**4. Motor Vehicle Expenses**

Did you utilise your private motor vehicle on rental property business during the year? YES / NO

If yes, please indicate the number of kilometres travelled on rental property business during the year  
\_\_\_\_\_ km

**5. Management Company**

Please provide rental statements from Management Company.

**For Office Use Only**

Date Recieved: .....

Received by: .....