

INFORMATION REQUIRED FOR A RENTAL PROPERTY

- Council Rates
- Body Corporate Fees (if applicable)
- Water & Sewerage/Gas Expenses
- List of repairs and maintenance
- Interest on rental property loan (if applicable)
- Property Agent Fees (if using a real estate agent)
- Bank Fees on loan
- Insurance on property & contents
- Any travel expenses relating to the property
- Pest Control
- Advertising costs
- Cleaning
- Costs and date of items purchased for the property i.e.: Stove, Hot Water System, Air conditioners, Carpets etc.
- Mortgage Insurance and establishing fees
- Date of building purchased
- New Property: **Require** settlement Statement

INFORMATION REQUIRED FOR A BUSINESS

- Summary of Income & Expenses
- List of assets purchased for the business together with cost of items and purchase dates
- New Clients: Prior year financials and tax returns