Rental Property Questionnaire – 2019

Client name: ……………………………………………………………………………………

Property Details

Address of rental property: _____	If property was not rented for a full 12 months, please provide details of why it was vacant **and the number of days vacant** _____ _____
Number of days the property was used privately (by you, your family or associated persons, even if rent was charged) during the period	
Number of days the property was rented out for less than 80% of the market rate to persons not associated to you	

Rental Income and Expenditure

Please supply bank statements clearly identifying and detailing all transactions that relate to the rental property **OR** ☐

Please provide details of the following for each rental property. Use a separate sheet if necessary. ☐

Income:
Total rent received $_____

Expenses:
Rates $_____

Insurance $_____

Repairs and maintenance (please attach details or invoices) $_____

Mortgage interest (attach copy of loan summary/statements from bank) $_____

Travel _____km

Details of any other expense relating to rental property:

_____ $_____

_____ $_____

Please attach all relevant documentation, including property manager's statements, and details of any assets purchased over $500

Home Office Expenses - relating to business / self-employed / shareholder employees
Please note that this information only needs to be provided in one of your questionnaires

If part of your home is set aside principally for use as an office/workshop/storage area, please provide the following details:

Address of property:_____

Power	$_____		
Insurance (Building & Contents)	$_____		
Interest (House Mortgage)	$_____	Business Area	_____ M2
Rates	$_____	Total Area	_____ M2
Repairs & Maintenance	$_____		
Rent paid	$_____		
Other	$_____		
Total	**$_____**		

Rental property sold, purchased or rental ceased during the financial year	☐ Yes ☐ No
If yes, please provide the following: • Solicitors settlement statement	☐
• Sale and purchase agreement	☐
• Loan details for property purchased	☐
• A copy of the latest rateable valuation	☐
• A list of chattels and their value for properties bought or sold during the year	☐
• If ceased renting – date ceased _____	