

## 2017 Rental Checklist

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

RENTAL INCOME		\$
(Address of property)	_____	_____
EXPENSES		
1. Accounting		_____
2. Advertising		_____
3. Bank Charges (include loan application fees)		_____
4. Insurance		_____
5. Interest Cost (exclude principal content of loan payment)		_____
6. Land Lease		_____
7. Legal Expenses – attach details		_____
8. Mileage Claim – Kilometres		_____
9. Power (if landlord pays power)		_____
10. Property Management Fees		_____
11. Rates	- City Council	_____
	- Regional Rates	_____
12. Repairs and Maintenance (provide details on reverse)		_____
13. Sundry Expenses (provide details on reverse)		_____
<b><i>If this is the <u>first</u> year you have owned a property please also provide:-</i></b>		
1. Cost of property		_____
2. Type of materials of building construction, e.g. brick, wood etc.		_____
3. Number of month's property has been let		_____
4. Latest Government Valuation		
	- Land	
	- Buildings	
	- Total	
	- Date valuation	_____
5. Copy of solicitors settlement statement with purchase details		_____